

**TEHACHAPI VALLEY
RECREATION AND PARK DISTRICT**

Per the State of California Executive Order N-29-20, this meeting will be held telephonically:

The public is invited to join the meeting via ***Microsoft Teams*** on your computer or mobile app
You're invited to join a Microsoft Teams meeting -

Title: TVRPD Regular Board Meeting – March 16, 2021

https://teams.microsoft.com/l/meetup-join/19%3ameeting_OWl4NmY3YTUtM2RjNS00NTYwLTk1NzQtOGZiZmFkYzg4ZjQz%40thread.v2/0?content=%7b%22id%22%3a%221990bb82-d53c-4efb-876a-66b259907308%22%2c%22oid%22%3a%22da1ea12d-a41b-4138-9ed5-ef7e20d79f63%22%7d

**REGUALR BOARD MEETING
TUESDAY, MARCH 16, 2021, 5:30 P.M.**

BOARD OF DIRECTORS

IAN STEELE, CHAIRPERSON
KALEB JUDY, VICE-CHAIRPERSON
WES BACKES, DIRECTOR
DWIGHT DREYER, DIRECTOR
SANDY CHAVEZ, 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 Special Board Meeting held January 28, 2021, (Pages 4-5).
- C. Approval of Minutes from the Regular Board Meeting held February 16, 2021, (Pages 6-9).
- D. Approval of the Preliminary Financial Reports for January 2021, (Pages 10-16).
- E. Adopting the updated Multi-Jurisdiction Hazard Mitigation Plan, Resolution #5-2, (Pages 17-18).

5. RECREATION MANAGER REPORT

6. OPERATIONS MANAGER REPORT

7. DISTRICT MANAGER REPORT

8. AGENDA ITEMS

- A. Recognition and Appreciation of Brite Lake Camp Hosts.
- B. Recognition and Appreciation of TVRPD Maintenance Staff Member David Coopridier.
- C. Presentation of Tehachapi Little League’s Covid 19 Safety Plan for the 2021 Season, and Discussion of the Tehachapi Little League 2021 Facility Fee, Discussion/Approval.
- D. Resolution of the Board of Directors of the Tehachapi Valley Recreation and Park District Addition of the “Out of District Fee” and Revising Policy Manual Chapter Nine Level of Service, Resolution #6-21, (Pages 19-20).

9. CLOSED SESSION

- A. District Manager performance evaluation per 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 20, 2021.



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 16, 2021, Regular Board Meeting Agenda was posted at the following public places within the District on Friday, March 12, 2021, at 5:30 P.M. approximately:

- Meeting will be held Telephonically.
- The TVRPD Web site at www.tvrpd.org

The agenda and related documents were also provided to the Tehachapi Valley Recreation and Park District Board of Directors on the 12th day of March 2021.

Dated this 12th day of March 2021.

Carrie Champlin
Carrie Champlin
Clerk of the Board of Directors

**SPECIAL BOARD MEETING
OF THE TEHACHAPI VALLEY RECREATION AND PARK DISTRICT**

THURSDAY, JANUARY 28, 2021, 5:30 P.M.

Per the State of California Executive Order N-29-20, this meeting was held telephonically

CALL TO ORDER: Board Meeting Convened By Chairperson Steele at 5:30 P.M.

BOARD MEMBERS

Ian Steele, Chairperson
Kaleb Judy, Vice-Chairperson
Wes Backes, Director
Sandy Chavez, Director
Dwight Dreyer, Director

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

2. **ROLL CALL:** Director Backes was absent.

3. **PUBLIC COMMENTS:** None.

4. CONSENT CALENDAR

A. Secretary Declaration of Posting of Agenda 24 hours in Advance of Meeting Held.

Declaration by the Clerk of the Board of Directors that the agenda was posted at least 24 hours in advance of meeting. BOARD APPROVED SECRETARY DECLARATION.

Judy - Dreyer: Ayes: Steele; Judy; Chavez; Dreyer

Noes: None. Motion carried.

Absent: Backes

5. AGENDA ITEMS

A. Amending Resolution #2-21 Resolution Authorizing Tehachapi Valley Recreation and Park District to enter into an Agreement for Contract Number C9801263 with the State of California for Per Capita Grant Program Under the California Drought, Water Parks, Climate, Coastal Protection, and Outdoor Access for All Act of 2018.

BOARD AMENDS RESOLUTION #2-21 RESOLUTION AUTHORIZING TEHACHAPI VALLEY RECREATION AND PARK DISTRICT TO ENTER INTO AN AGREEMENT FOR CONTRACT NUMBER C9801263 WITH THE STATE OF CALIFORNIA FOR PER CAPITA GRANT PROGRAM UNDER THE CALIFORNIA DROUGHT, WATER PARKS, CLIMATE, COSTAL PROTECTION, AND OUTDOOR ACCESS FOR ALL ACT OF 2018.

Dreyer - Judy: Ayes: Steele; Judy; Chavez; Dreyer

Noes: None. Motion carried.

Absent: Backes

6. **BOARD OF DIRECTORS TIME:** The board thanked TVRPD staff and District Manager Torres for all their hard work.

7. **ADJOURNMENT**

Having no further business the meeting was adjourned at 5:36 P.M. to the Regular Board meeting of the Directors of Tehachapi Valley Recreation and Park District scheduled on February 16, 2021.

Dreyer - Judy; Ayes: Steele; Judy; Chavez; Dreyer

Noes: None. Motion carried.

Absent: Backes

Respectfully Submitted,

Carrie Champlin

Clerk of the Board

**REGULAR BOARD MEETING
OF THE TEHACHAPI VALLEY RECREATION AND PARK DISTRICT**

TUESDAY, FEBRUARY 16, 2021, 5:30 P.M.

Per the State of California Executive Order N-29-20, this meeting was held telephonically

CALL TO ORDER: Board Meeting Convened By Chairperson Steele at 5:30 P.M.

BOARD MEMBERS

Ian Steele, Chairperson
Kaleb Judy, Vice-Chairperson
Wes Backes, Director
Sandy Chavez, Director
Dwight Dreyer, Director

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

2. **ROLL CALL:** All present.

3. **PUBLIC COMMENTS:** None.

4. CONSENT CALENDAR

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

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.

Dreyer - Judy: Ayes: Steele; Judy; Dreyer; Backes; Chavez

Noes: None. Motion carried.

Absent: None.

B. Approval of the Minutes from the Special Board Meeting held December 3, 2020.

BOARD APPROVES THE MINUTES FROM THE SPECIAL BOARD MEETING HELD DECEMBER 3, 2020.

Dreyer - Judy: Ayes: Steele; Judy; Dreyer; Backes; Chavez

Noes: None. Motion carried.

Absent: None.

C. Approval of the Minutes from the Regular Board Meeting held January 19, 2021.

BOARD APPROVES THE MINUTES FROM THE REGULAR BOARD MEETING HELD JANUARY 19, 2021.

Dreyer - Judy: Ayes: Steele; Judy; Dreyer; Backes; Chavez

Noes: None. Motion carried.

Absent: None.

D. Approval of the Preliminary Financial Reports for December, 2020.

BOARD APPROVES THE PRELIMINARY FINANCIAL REPORTS FOR DECEMBER 2020.

Dreyer - Judy: Ayes: Steele; Judy; Dreyer; Backes; Chavez

Noes: None. Motion carried.

Absent: None.

E. Approving the Job Descriptions for Brite Lake Specialists, and Brite Lake Camp Hosts.

BOARD APPROVES THE JOB DESCRIPTIONS FOR BRITE LAKE SPECIALISTS, AND BRITE LAKE CAMP HOSTS.

Dreyer - Judy: Ayes: Steele; Judy; Dreyer; Backes; Chavez

Noes: None. Motion carried.

Absent: None.

F. Approval of Tehachapi Valley Recreation and Park District's Board of Directors 2021 Meeting Schedule.

BOARD APPROVES THE TEHACHAPI VALLEY RECREATION AND PARK DISTRICTS BOARD OF DIRECTORS 2021 MEETING SCHEDULE.

Dreyer - Judy: Ayes: Steele; Judy; Dreyer; Backes; Chavez

Noes: None. Motion carried.

Absent: None.

5. RECREATION MANGER REPORT

Recreation Manager Ashley Krempien gave the report.

Report on file

6. OPERATIONS MANAGER REPORT

Operations Manager Bill Fisher gave the report.

Report on file

7. DISTRICT MANAGER REPORT

District Manager Torres gave the report.

Report on file

8. AGENDA ITEMS

A. Recognition and Appreciation of Brite Lake Camp Host Shirley Wagner.

TVRPD BOARD AND STAFF THANKED SHIRLEY WAGNER FOR HER YEARS OF SERVICE WITH TVRPD.

B. Resolution Approving the Application for Statewide Park Development and Community Revitalization Program Grant Funds, Resolution #3-21.

BOARD APPROVES RESOLUTION #3-21 APPROVING THE APPLICATION FOR STATEWIDE PARK DEVELOPMENT AND COMMUNITY REVITALIZATION PROGRAM GRANT FUNDS.

Judy - Backes: Ayes: Steele; Judy; Dreyer; Backes; Chavez

Noes: None. Motion carried.

Absent: None.

C. Authorizing District Manager to spend an amount not to exceed \$55,000.00 for the Skate Park Replacement Project.

BOARD AUTORIZES DISTRICT MANAGER TO SPEND AN AMOUNT NOT TO EXCEED \$55,000.00 FOR THE SKATE PARK REPLACEMENT PROJECT.

Dreyer - Chavez; Ayes: Steele; Judy; Dreyer; Backes; Chavez

Noes: None. Motion carried.

Absent: None.

D. Nomination of one TVRPD Board Member to Represent TVRPD on the Golden Hills Community Services District's District Facilities Standing Committee.

Chairperson Ian Steele was chosen to represent TVRPD on the Golden Hills Community Services District's Facilities Standing Committee.

Dreyer - Judy; Ayes: Steele; Judy; Dreyer; Backes; Chavez

Noes: None. Motion carried.

Absent: None.

E. Approval of Tehachapi Valley Recreation and Park District's Midyear Budget Adjustments.

BOARD APPROVES TEHACHAPI VALLEY RECREATION AND PARK DISTRICT'S MIDYEAR BUDGET ADJUSTMENTS.

Chavez - Judy; Ayes: Steele; Judy; Dreyer; Backes; Chavez

Noes: None. Motion carried.

Absent: None.

F. Resolution of the Governing Body of the Board of Directors of Tehachapi Valley Recreation and Park District Declaring that Governing Body Members and Volunteers shall be deemed to be Employees of the District for the Purpose of Providing Workers' Compensation Coverage for said certain Individuals while Providing their Services, Resolution #4-21.

BOARD APPROVES RESOLUTION #4-21, RESOLUTION OF THE GOVERNING BODY OF THE BOARD OF DIRECTORS OF TEHACHAPI VALLEY RECREATION AND PARK DISTRICT DECLARING THAT GOVERNING BODY MEMBERS AND VOUNTEERS SHALL BE DEEMED TO BE EMPLOYEES OF THE DISTRICT FOR THE PURPOSE OF PROVIDING WORKERS COMPENSATION COVERAGE FOR SAID CERTAIN INDIVIDUALS WHILE PROVIDING THEIR SERVICES.

Dreyer - Judy; Ayes: Steele; Judy; Dreyer; Backes; Chavez

Noes: None. Motion carried.

Absent: None.

9. BOARD OF DIRECTORS TIME: The board thanked TVRPD staff and District Manager Torres for all their hard work and stated that the parks look great.

10. ADJOURNMENT

Having no further business the meeting was adjourned at 6:20 P.M. to the Regular Board meeting of the Directors of Tehachapi Valley Recreation and Park District scheduled on March 16, 2021.

Dreyer - Steele: Ayes: Steele; Judy; Dreyer; Backes; Chavez

Noes: None. Motion carried.

Absent: None.

Respectfully Submitted,

Carrie Champlin

Clerk of the Board



Tehachapi Valley Recreation and Park District

Balance Sheet
As of January 31, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1000 Cash in County Treasury General Fund	982,539.66
1004 Check BOTS 4470	109,569.70
1005 County Treasury Capital Projects Fund	260,311.23
1006 County FMV	18,718.00
1051 Change Fund	950.00
1100 Petty Cash Fund	400.00
Total Bank Accounts	\$1,372,488.59
Other Current Assets	
1092 Credit Card Receivables	-681.97
1210 Inventory Asset	3,763.84
Total Other Current Assets	\$3,081.87
Total Current Assets	\$1,375,570.46
Fixed Assets	
1150 Land	166,734.76
1161 Building	540,391.52
1162 Improvements	3,073,531.76
1163 Equipment	1,202,057.05
1166 Furniture & Fixtures	27,502.88
1167 Machinery	48,662.24
1170 Accumulated Depreciation	-3,236,447.00
1180 Fleet Vehicles and Equipment	162,109.22
Total Fixed Assets	\$1,984,542.43
Other Assets	
1901 DOR-Pension Contributions	45,624.00
1903 DOR-Pension Related	70,912.00
Total Other Assets	\$116,536.00
TOTAL ASSETS	\$3,476,648.89



Tehachapi Valley Recreation and Park District

Balance Sheet
As of January 31, 2021

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable-General Fund	13,054.42
Total Accounts Payable	\$13,054.42
Credit Cards	
2010 Cardmember Services Payable	3,320.14
2014 Home Depot Payable	543.02
Total Credit Cards	\$3,863.16
Other Current Liabilities	
2024 Accrued Vacation, Sick, & Comp Time	60,134.72
2207 Sales tax payable	18.56
2208 Kern County Loan Payable	450,000.00
2210 Payroll Liabilities	-91.13
2270 Refundable Deposits	5,500.00
Total Other Current Liabilities	\$515,562.15
Total Current Liabilities	\$532,479.73
Long-Term Liabilities	
2310 Loan Payable 2016	440,279.00
2900 Net Pension Liability	244,292.00
2902 DIR-Pension Related	46,365.00
Total Long-Term Liabilities	\$730,936.00
Total Liabilities	\$1,263,415.73
Equity	
3010 Net Investment In Capital Assets	1,411,335.88
3020 Restricted Funds	355,036.55
3110 Retained Earnings	333,481.78
Net Income	113,378.95
Total Equity	\$2,213,233.16
TOTAL LIABILITIES AND EQUITY	\$3,476,648.89



Tehachapi Valley Recreation and Park District

Profit and Loss

January 2021

		TOTAL	
	JAN 2021	JUL 2020 - JAN 2021 (YTD)	% OF INCOME
Income			
4010 Property Taxes	21,770.44	573,980.43	61.84 %
4020 Interest Income	989.84	4,285.80	2.81 %
4020.1 Interest Income Cap Proj Fund	429.83	1,446.34	1.22 %
4030 Adult Program Revenues		-4,318.50	
4050 Facility Revenue	6,723.00	107,634.16	19.10 %
4210 Events Revenues		20.00	
4213 Operational Grants	2,237.88	2,237.88	6.36 %
4300 Youth Program Revenues	3,055.50	10,545.30	8.68 %
4610 Billable Expense Income		3,841.16	
4650 Discounts given		-260.00	
Total Income	\$35,206.49	\$699,412.57	100.00 %
Cost of Goods Sold			
5004 Contracted Classes Costs	2,000.00	10,400.00	5.68 %
5005 Events Costs	274.56	2,223.32	0.78 %
5008 Youth Program Costs	77.22	2,366.35	0.22 %
5110 Scholarship Fund Expense		117.30	
Total Cost of Goods Sold	\$2,351.78	\$15,106.97	6.68 %
GROSS PROFIT	\$32,854.71	\$684,305.60	93.32 %
Expenses			
6000 Employee Costs	47,193.44	400,732.09	134.05 %
7010 Advertising & Marketing	120.00	3,118.26	0.34 %
7020 Bank Service Charges	652.68	6,799.37	1.85 %
7030 Dues & Subscriptions	85.00	2,824.46	0.24 %
7035 Equipment Rents & Leases	8.00	1,634.07	0.02 %
7050 Insurance		49,311.00	
7056 Interest Expense	7,324.88	8,591.69	20.81 %
7060 Licenses & Fees	114.00	6,641.78	0.32 %
7070 Maintenance	17,159.50	49,381.20	48.74 %
7084 Meals & Entertainment	14.56	3,074.90	0.04 %
7090 Office Supplies	328.29	11,143.16	0.93 %
7120 Professional Development		814.00	
7150 Professional Fees	3,633.23	37,452.24	10.32 %
7160 Safety Equipment		34.19	
7180 Security	224.95	2,033.65	0.64 %
7210 Telephone and Internet	348.64	8,104.60	0.99 %
7230 Uniforms & Apparel		1,682.64	
7250 Utilities	6,199.95	43,800.35	17.61 %
Total Expenses	\$83,407.12	\$637,173.65	236.91 %
NET OPERATING INCOME	\$ -50,552.41	\$47,131.95	-143.59 %
Other Income			
8040 TVRPD Development Fee Revenues	10,685.00	66,247.00	30.35 %
Total Other Income	\$10,685.00	\$66,247.00	30.35 %
NET OTHER INCOME	\$10,685.00	\$66,247.00	30.35 %
NET INCOME	\$ -39,867.41	\$113,378.95	-113.24 %



Tehachapi Valley Recreation and Park District

Profit & Loss Prior Year Comparison

January 2021

	TOTAL			
	JAN 2021	JAN 2020 (PY)	CHANGE	% CHANGE
Income				
4010 Property Taxes	21,770.44	15,563.79	6,206.65	39.88 %
4020 Interest Income	989.84	1,048.45	-58.61	-5.59 %
4020.1 Interest Income Cap Proj Fund	429.83	316.10	113.73	35.98 %
4030 Adult Program Revenues		1,096.00	-1,096.00	-100.00 %
4050 Facility Revenue	6,723.00	13,080.07	-6,357.07	-48.60 %
4213 Operational Grants	2,237.88	200.00	2,037.88	1,018.94 %
4216 Scholarship Donations		25.00	-25.00	-100.00 %
4300 Youth Program Revenues	3,055.50	10,420.75	-7,365.25	-70.68 %
4650 Discounts given		-199.20	199.20	100.00 %
Total Income	\$35,206.49	\$41,550.96	\$ -6,344.47	-15.27 %
Cost of Goods Sold				
5004 Contracted Classes Costs	2,000.00	3,727.75	-1,727.75	-46.35 %
5005 Events Costs	274.56	1,125.00	-850.44	-75.59 %
5008 Youth Program Costs	77.22	5,745.44	-5,668.22	-98.66 %
5110 Scholarship Fund Expense		44.50	-44.50	-100.00 %
Total Cost of Goods Sold	\$2,351.78	\$10,642.69	\$ -8,290.91	-77.90 %
GROSS PROFIT	\$32,854.71	\$30,908.27	\$1,946.44	6.30 %
Expenses				
6000 Employee Costs	47,193.44	54,929.51	-7,736.07	-14.08 %
7010 Advertising & Marketing	120.00	2,912.26	-2,792.26	-95.88 %
7020 Bank Service Charges	652.68	842.38	-189.70	-22.52 %
7030 Dues & Subscriptions	85.00	77.76	7.24	9.31 %
7035 Equipment Rents & Leases	8.00		8.00	
7050 Insurance		16,267.00	-16,267.00	-100.00 %
7056 Interest Expense	7,324.88		7,324.88	
7060 Licenses & Fees	114.00	1,198.52	-1,084.52	-90.49 %
7070 Maintenance	17,159.50	1,349.72	15,809.78	1,171.34 %
7084 Meals & Entertainment	14.56	40.25	-25.69	-63.83 %
7090 Office Supplies	328.29	894.57	-566.28	-63.30 %
7120 Professional Development		389.00	-389.00	-100.00 %
7150 Professional Fees	3,633.23	3,635.00	-1.77	-0.05 %
7180 Security	224.95	374.95	-150.00	-40.01 %
7210 Telephone and Internet	348.64	945.26	-596.62	-63.12 %
7250 Utilities	6,199.95	5,335.51	864.44	16.20 %
Total Expenses	\$83,407.12	\$89,191.69	\$ -5,784.57	-6.49 %
NET OPERATING INCOME	\$ -50,552.41	\$ -58,283.42	\$7,731.01	13.26 %
Other Income				
8040 TVRPD Development Fee Revenues	10,685.00	8,548.00	2,137.00	25.00 %
Total Other Income	\$10,685.00	\$8,548.00	\$2,137.00	25.00 %
NET OTHER INCOME	\$10,685.00	\$8,548.00	\$2,137.00	25.00 %
NET INCOME	\$ -39,867.41	\$ -49,735.42	\$9,868.01	19.84 %



Tehachapi Valley Recreation and Park District

Statement of Cash Flows

January 2021

	TOTAL
OPERATING ACTIVITIES	
Net Income	-39,867.41
Adjustments to reconcile Net Income to Net Cash provided by operations:	
1200 Accounts Receivable	0.00
1092 Credit Card Receivables	30.00
2000 Accounts Payable-General Fund	-3,954.28
2010 Cardmember Services Payable	-4,174.51
2014 Home Depot Payable	488.85
2207 Sales tax payable	18.56
2211 Payroll Liabilities:CalPERS Payable	-2,450.07
2231 Payroll Liabilities:Health Plan Payable	6,342.13
2241 Payroll Liabilities:AFLAC Payable	0.00
2250 Payroll Liabilities:Payroll Tax Liabilities	1,002.72
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	-2,696.60
Net cash provided by operating activities	\$ -42,564.01
INVESTING ACTIVITIES	
1162 Improvements	-6,500.00
Net cash provided by investing activities	\$ -6,500.00
FINANCING ACTIVITIES	
2310 Loan Payable 2016	-17,526.00
3010 Net Investment In Capital Assets	-11,114.83
3022 Restricted Funds:Capital Projects	11,114.83
Net cash provided by financing activities	\$ -17,526.00
NET CASH INCREASE FOR PERIOD	\$ -66,590.01
Cash at beginning of period	1,439,078.60
CASH AT END OF PERIOD	\$1,372,488.59



Tehachapi Valley Recreation and Park District

TVRPD Budget vs Actual 2020-2021

July 2020 - January 2021

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% REMAINING
Income				
4010 Property Taxes	573,980.43	953,595.63	379,615.20	39.81 %
4020 Interest Income	4,285.80	10,551.82	6,266.02	59.38 %
4020.1 Interest Income Cap Proj Fund	1,446.34		-1,446.34	
4030 Adult Program Revenues	-4,318.50	41,360.00	45,678.50	110.44 %
4050 Facility Revenue	107,634.16	182,660.00	75,025.84	41.07 %
4210 Events Revenues	20.00	59,100.00	59,080.00	99.97 %
4213 Operational Grants	2,237.88	61,375.00	59,137.12	96.35 %
4300 Youth Program Revenues	10,545.30	372,470.00	361,924.70	97.17 %
4610 Billable Expense Income	3,841.16	18,050.00	14,208.84	78.72 %
4650 Discounts given	-260.00	-6,000.00	-5,740.00	95.67 %
4704 Sales		600.00	600.00	100.00 %
Total Income	\$699,412.57	\$1,693,762.45	\$994,349.88	58.71 %
Cost of Goods Sold				
5001 Adult Program Costs		5,940.00	5,940.00	100.00 %
5002 Fish Stocking		7,500.00	7,500.00	100.00 %
5004 Contracted Classes Costs	10,400.00	38,225.00	27,825.00	72.79 %
5005 Events Costs	2,223.32	73,025.00	70,801.68	96.96 %
5008 Youth Program Costs	2,366.35	65,650.00	63,283.65	96.40 %
5110 Scholarship Fund Expense	117.30	4,000.00	3,882.70	97.07 %
5704 Purchases for Resale		2,300.00	2,300.00	100.00 %
Total Cost of Goods Sold	\$15,106.97	\$196,640.00	\$181,533.03	92.32 %
GROSS PROFIT	\$684,305.60	\$1,497,122.45	\$812,816.85	54.29 %
Expenses				
6000 Employee Costs	400,732.09	990,700.00	589,967.91	59.55 %
7010 Advertising & Marketing	3,118.26	40,000.00	36,881.74	92.20 %
7020 Bank Service Charges	6,799.37	14,000.00	7,200.63	51.43 %
7026 Charitable Contribution		18,500.00	18,500.00	100.00 %
7030 Dues & Subscriptions	2,824.46	7,000.00	4,175.54	59.65 %
7035 Equipment Rents & Leases	1,634.07	4,300.00	2,665.93	62.00 %
7050 Insurance	49,311.00	35,500.00	-13,811.00	-38.90 %
7056 Interest Expense	8,591.69	18,000.00	9,408.31	52.27 %
7060 Licenses & Fees	6,641.78	21,000.00	14,358.22	68.37 %
7070 Maintenance	49,381.20	102,200.00	52,818.80	51.68 %
7084 Meals & Entertainment	3,074.90	4,000.00	925.10	23.13 %
7090 Office Supplies	11,143.16	14,000.00	2,856.84	20.41 %
7120 Professional Development	814.00	7,500.00	6,686.00	89.15 %
7150 Professional Fees	37,452.24	79,500.00	42,047.76	52.89 %
7160 Property Tax Collection Fee		14,000.00	14,000.00	100.00 %
7160 Safety Equipment	34.19	2,000.00	1,965.81	98.29 %
7180 Security	2,033.65	5,700.00	3,666.35	64.32 %
7210 Telephone and Internet	8,104.60	12,000.00	3,895.40	32.46 %



Tehachapi Valley Recreation and Park District

TVRPD Budget vs Actual 2020-2021

July 2020 - January 2021

		TOTAL		
	ACTUAL	BUDGET	REMAINING	% REMAINING
7230 Uniforms & Apparel	1,682.64	3,000.00	1,317.36	43.91 %
7250 Utilities	43,800.35	79,655.00	35,854.65	45.01 %
Total Expenses	\$637,173.65	\$1,472,555.00	\$835,381.35	56.73 %
NET OPERATING INCOME	\$47,131.95	\$24,567.45	\$ -22,564.50	-91.85 %
Other Income				
8040 TVRPD Development Fee Revenues	66,247.00		-66,247.00	
Total Other Income	\$66,247.00	\$0.00	\$ -66,247.00	0.00%
NET OTHER INCOME	\$66,247.00	\$0.00	\$ -66,247.00	0.00%
NET INCOME	\$113,378.95	\$24,567.45	\$ -88,811.50	-361.50 %

RESOLUTION #5-21
ADOPTING THE UPDATED MULTI-JURISDICTION HAZARD MITIGATION PLAN

Section 1. WHEREAS:

- (a) The Tehachapi Valley Recreation and Park District a political subdivision of the State of California, is an official participating jurisdiction in the updated Kern Multi-Jurisdiction Hazard Mitigation Plan (“MJHMP”); and
- (b) Tehachapi Valley Recreation and Park District recognizes the updated MJHMP as the official hazard mitigation plan for participating jurisdictions; and
- (c) Tehachapi Valley Recreation and Park District has gathered information and prepared the updated MJHMP in accordance with Federal Emergency Management Agency (FEMA) requirements at 44 CFR § 201.6; and
- (d) Volume 1 of the updated MJHMP recognizes the threat that natural hazards pose to people and property Kern County-wide; and
- (e) Tehachapi Valley Recreation and Park District’s Annex to Volume 1 of the updated MJHMP provides additional information specific to the Tehachapi Valley Recreation and Park District with a focus on providing additional details on the planning process, risk assessment, and mitigation strategy for this community; and
- (f) Tehachapi Valley Recreation and Park District has reviewed Volume 1 of the updated MJHMP and its Annex and affirms that the plan actions in Volume 1 and its Annex should reduce the potential for harm to people and property from future hazard occurrences within the community; and
- (g) The U. S. Congress passed the Disaster Mitigation Act of 2000 (“Disaster Mitigation Act”) emphasizing the need for pre-disaster mitigation of potential hazards; and
- (h) The Disaster Mitigation Act made available mitigation grants to state and local governments; and
- (i) An adopted hazard mitigation plan is required as a condition of future funding for mitigation projects under multiple FEMA pre- and post-disaster mitigation grant programs; and
- (j) The Tehachapi Valley Recreation and Park District fully participated in the FEMA-prescribed mitigation planning process to prepare this updated MJHMP; and
- (k) The residents were afforded opportunities to comment and provide input in the updated MJHMP and the mitigation actions in the Plan; and
- (l) The Tehachapi Valley Recreation and Park District as a fully participating jurisdiction of the updated MJHMP, is an eligible sub-applicant to the State of California under FEMA’s hazard mitigation grant program guidance; and
- (m) The California Office of Emergency Services (Cal OES), and the FEMA Region IX officials have reviewed the updated MJHMP, and approved it contingent upon this official adoption by the participating governing body; and

(n) The Tehachapi Valley Recreation and Park District desires to comply with the requirements of the Disaster Mitigation Act and to augment its emergency planning efforts by formally adopting the updated MJHMP; and

(o) Adoption by the governing body for the Tehachapi Valley Recreation and Park District demonstrates the jurisdiction's commitment to fulfilling the mitigation goals and objectives outlined in this updated MJHMP; and

(p) Adoption of this plan helps to coordinate the responsible agencies to carry out their responsibilities under the updated MJHMP.

Section 2. **NOW, THEREFORE, IT IS RESOLVED** by the Board of Directors of the Tehachapi Valley Recreation and Park District

1. This Board of Directors of Tehachapi Valley Recreation and Park District finds the facts mentioned above to be true and further finds that this Board of Directors of Tehachapi Valley Recreation and Park District has jurisdiction to consider, approve, and adopt the subject of this Resolution.

2. This Board of Directors of Tehachapi Valley Recreation and Park District does hereby adopt the updated Kern Multi-Jurisdiction Hazard Mitigation Plan Volume 1 and its Annex, as approved by FEMA and Cal OES, as the official mitigation plan for Tehachapi Valley Recreation and Park District.

3. This Board of Directors of Tehachapi Valley Recreation and Park District authorizes the Director of Kern County Emergency Services to submit an approved and signed copy of this adoption resolution to the California Office of Emergency Services and FEMA Region IX officials to enable the plan's final approval in accordance with the requirements of the Disaster Mitigation Act of 2000.

Passed: _____
Date

Certifying Official

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

IN THE MATTER OF

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE TEHACHAPI VALLEY
RECREATION AND PARK DISTRICT ADDITION OF THE “OUT OF DISTRICT
FEE” AND REVISING TVRPD POLICY MANUAL CHAPTER 9 LEVEL OF SERVICE**

I, Carrie Champlin, Clerk of the Board of Directors of the Tehachapi Valley Recreation and Park District, of the County of Kern, State of California, so hereby certify that the following resolution proposed by Director _____ and seconded by Director _____ was duly passed and adopted by said Board of Directors at an official meeting thereof this 16th day of March 2021 by the following vote to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

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

RESOLUTION #6-21

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

WHEREAS, said Policy Manual contains chapter 9 Level of Service; and

WHEREAS, chapter 9 Level of Service contained the policy for “Out of District Fees”

WHEREAS, the board desires to create the “Out of District Fee” and add said fee to the Policy Manual Chapter 9 Level of Service.

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Directors approve the addition of the “Out of District Fee” and adopts the revised Chapter 9 Level of Service; and

BE IT FINALLY RESOLVED that the “Out of District Fee” is added and all policies therein will be exercised and honored immediately.