

Cuyama Valley Recreation District
Regular Board Meeting Minutes
Wednesday July 19, 2017 – 6:00pm

1. CALL TO ORDER:

The meeting will be called to order by Chairperson Laura Price at 6:03pm.

2. ROLL CALL:

<u>Board Members:</u>	<u>Present</u>	<u>Absent</u>
Troy Carpenter	<input checked="" type="checkbox"/>	_____
Kim Eichert	<input checked="" type="checkbox"/>	_____ arrived at 6:38pm
Maria Medina	_____	<input checked="" type="checkbox"/>
Laura Price	<input checked="" type="checkbox"/>	_____
Nicole Rodriguez	<input checked="" type="checkbox"/>	_____
<u>Staff:</u>		
Angelique Cannon	<input checked="" type="checkbox"/>	_____

3. INTRODUCTION OF GUESTS: None.

4. COMMENTS FROM THE AUDIENCE: Request to have cars on park property towed. Suggested contacting Devon's Towing in Taft for a quote.

5. THE FOLLOWING MINUTES ARE PRESENTED TO THE BOARD FOR APPROVAL:

a) June 13, 2017 Special Board Meeting minutes.

Moved by: Troy Carpenter 2nd by: Nicole Rodriguez Motion Carried 3-0.

6. CORRESPONDENCE: Final Audit Report.

7. FINANCIAL REPORT:

a) The following expenditure claims for June 2017 are presented to the Board for approval: 95108, 18280, 443554, 443551, 95103, 443527, 442657 & 446174 totaling \$12,974.78.

The following deposits & journal entries for June 2017 are presented to the Board for approval: 155500, 95150, 95464 & 156023 totaling \$17,583.52.

Moved by: Troy Carpenter 2nd by: Nicole Rodriguez Motion Carried 3-0.

b) Monthly financial computer reports for CVRD are presented and budget for FY16/17 is in balance.

8. DIRECTOR'S REPORT: STEM & Art camps first 2 weeks in August.

9. REPORT OF COMMITTEES: None.

10. OLD BUSINESS:

a) Small Town 4th of July – huge success; we were able to break even on expenses after sponsors & raffle. The Miss Small Town USA Contest keeps growing. The \$5,500+ raised was a much needed boost to our budget. Games were a hit. Maybe add Pinewood Derby next year. Find out about different size tents or double tents, misters, fans, suggestions to keep it cooler.

b) Rental House – Philip Jankoski has graciously offered to withdraw his application and allow the Espinoza's (family that recently lost their house in a fire) to rent the house. Motion to accept Philip's withdrawal to allow the Espinoza family to rent the house by Nicole Rodriguez, 2nd by Troy Carpenter, motion carried 3-0.

c) Fall Festival – Will work with Nicole Furstenfeld & Kevin Lebsack from the school district once school starts back up to get this fully planned out.

d) FY2017/18 Budget – proposed final budget discussed. Motion to approve the proposed budget by Kim Eichert, 2nd by Troy Carpenter, motion carried 4-0.

11. NEW BUSINESS:

a) CDBG Grant – CVRD was notified that we are being awarded the SB County Community Development Grant that we applied for last year. We will receive the full amount requested, \$341,000. This money can only be used as described in the grant for permanent restrooms/concession stand and a skate park at our sports fields. No date yet set for initial disbursement, however most likely towards the end of the year. Motioned by Troy Carpenter, 2nd by Nicole Rodriguez to start the RFP process for a Concept Plan design, carried 4-0.

b) Halloween Casino Night – 21 & over Halloween Casino Night set for Saturday October 28, 2017. Angel would like to sign the contract with Epic Entertainment for \$2,550 for the casino tables, dealers, chips and a photo booth. Motion to approve by Nicole Rodriguez, 2nd by Kim Eichert to approve the \$2,550 contract with Epic Entertainment, carried 4-0.

c) Personnel – Job Descriptions/New positions – In reviewing the budget and activities that we want to pursue, Angel is requesting adding a new employee classification, Recreation Coordinator. This will be a part time, no benefits, position and will work no more than 30 hours per week. Having this position will allow for other financial opportunities to be pursued. A proposed job description and pay scale for this position is presented to the Board for approval. Step A-\$17/hr, B-\$17.50/hr, C-\$18/hr, D-\$18.50/hr & E-\$19/hr. Requested hiring in-house first, and if no qualified applicants then we'll open it outside of the CVRD. Motioned by Kim Eichert to approve the position & recruitment of an in-house Recreation Coordinator position, 2nd by Troy Carpenter, carried 4-0.

Angel is also proposing a change to the Recreation Director title (General Manager) and job description. The initial job description that was written is not detailed enough, nor does the title fit the job. There are no changes to the salary schedule. Motion to approve change to Recreation Director job description & title by Troy Carpenter, 2nd by Kim Eichert, carried 4-0.

12. CLOSED SESSION: Adjourned into Closed Session at 7:25pm for the Director's review.
Action taken during closed session to approve Director salary step increase to Step E. Motioned by Kim Eichert, 2nd by Nicole Rodriguez, carried 4-0.

13. ADJOURNMENT:
The meeting was adjourned at 7:51pm.
Moved by: Troy Carpenter 2nd by: Nicole Rodriguez Motion carried.

Board Member	Date
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Cuyama Valley Recreation District Board Members and Officers for the Year 2016

Chairperson – Laura Price – Short term appointment ends noon, December 5, 2018

Vice-Chair – Troy Carpenter – Long term appointment ends noon, December 5, 2018

Secretary - Nicole Rodriguez – Long term appointment ends noon, December 5, 2018

Treasurer - Kim Eichert – Short term appointment ends noon, December 5, 2018

Maria Medina – Short term appointment ends noon, December 5, 2018