



North of the River

recreation and park district

NORTH OF THE RIVER RECREATION AND PARK DISTRICT BOARD OF DIRECTORS' REGULAR MEETING 3825 RIVERLAKES DRIVE, BAKERSFIELD, CALIFORNIA 93312 MONDAY, APRIL 15, 2019, 5:30 P.M.

DISCLAIMER: This agenda includes proposed actions and activities with respect to each agenda item, as of the date of posting. As such, it does not preclude the Board from taking other actions on any item on the agenda that is different or in addition to what may have been recommended.

SUMMARY OF PROCEEDINGS

- 1. CALL TO ORDER: BOARD MEETING CONVENED BY CHAIRPERSON
BROOKS DOUGLASS AT 5:30 P.M.**

- 2. ROLL CALL:**
 - BOARD MEMBERS PRESENT**
BOB LERUDE; BROOKS DOUGLASS;
STEVE RUETTIGERS
 - BOARD MEMBERS ABSENT**
BOBBIE ROBERSON; JIM ECKROTH
 - STAFF PRESENT**
LISA PLANK; LORI HONEA; ESTHER GRIJALVA; WAYNE MCARTHUR
STEPH SANDERS; PAUL ANDERSON & MONYA JAMESON
 - LEGAL COUNSEL**
NONE
 - PUBLIC PRESENT**
JOE WEST, present 5:30-5:45 p.m.
BOB SNODDY, present 5:30-5:45 p.m.
ROBERT MARTIN, present 5:44-6:16 p.m.
JIM BRAUDRICK

- 3. FLAG SALUTE:** Chairperson Brooks Douglass led the flag salute.

- 4. PUBLIC COMMENTS**

The North of the River Recreation and Park District Board of Directors may take official action only on items included in the posted agenda. Items addressed during the Public Comment section are generally matters not included on the agenda and, therefore, the Board will not take action at this scheduled meeting. Such items, however, may be added to a future meeting's agenda. Members of the public may address the Board on items included on the agenda in the order that the items appear. Speakers are limited to two minutes. Please state your name before making your presentation. Thank you!

NO PUBLIC COMMENTS

5. CONSENT AGENDA

A. Approval of 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.

Ruettgers; Lerude: Ayes: Douglass; Ruettgers; Lerude.

Noes: None. Absent: Eckroth; Roberson. Motion carried.

B. Approval of Minutes from the Board of Directors' Regular Meeting Held March 18, 2019

Request by Clerk of the Board of Directors to approve the minutes from the March 18, 2019 Board Meeting. BOARD APPROVED MINUTES.

Ruettgers; Lerude: Ayes: Douglass; Ruettgers; Lerude.

Noes: None. Absent: Eckroth; Roberson. Motion carried.

C. Receive and File Bills and Invoices

A monthly voucher list of bills submitted for payment during the previous month was provided to Board Members for review, comment and filing. BOARD RECEIVED AND FILED BILLS AND INVOICES.

Ruettgers; Lerude: Ayes: Douglass; Ruettgers; Lerude.

Noes: None. Absent: Eckroth; Roberson. Motion carried.

D. Approval of Bills Exceeding Policy Limit

Accounts Payable Clerk Tammy Sturtevant requested approval of one bill that exceeded policy limit: CAPRI 4th quarter payment for Workers Compensation. BOARD APPROVED BILLS EXCEEDING POLICY LIMIT.

Ruettgers; Lerude: Ayes: Douglass; Ruettgers; Lerude.

Noes: None. Absent: Eckroth; Roberson. Motion carried.

6. PUBLIC HEARING

A. Public Hearing Regarding Unmet Transit Needs, Resolution #06-19.

The hearing was opened by Chairperson Douglass at 5:43 p.m. Bob Snoddy from the Kern Council of Governments commented that CTSA fills a critical gap in Kern County and thanked the Board for the good job staff is doing. Transportation Supervisor Joe West reported that there were no unmet transit needs. With no further comments the hearing was then closed at 5:45 p.m. BOARD ADOPTED RESOLUTION #06-19 RESOLVING THAT THERE WERE NO UNMET TRANSIT NEEDS RECEIVED AND THAT THESE FINDINGS WILL BE FORWARDED TO THE KERN COUNCIL OF GOVERNMENTS.

Lerude; Ruettgers: Ayes: Douglass; Ruettgers; Lerude.

Noes: None. Absent: Eckroth; Roberson. Motion carried.

7. BOARD BUSINESS

A. Discussion and Direction Regarding Chevron North Meadows Assessments

The North Meadows Assessments engineer's report prepared in 2005 included language to facilitate adjustments made after FY 2006-2007 based on the

California Consumer Price Index (CPI). Staff has received information that the CPI for FY 2019-2020 will increase by 2.8%. Given the current status of the Chevron North Meadows Assessment funding and considering improvements planned for the area in the upcoming year, staff recommends a 2.8% increase to the assessments for FY 2019-2020. Park Planner/Landscape Architect Steph Sanders responded to Board Member inquiries. AFTER DISCUSSION, BOARD GAVE DIRECTION TO MOVE FORWARD WITH THE RECOMMENDATION.

B. Discussion and Direction Regarding NOR Park Maintenance District

The NOR Park Maintenance District engineer's report prepared in 2006 provides for adjustments based on the California Consumer Price Index (CPI). Staff has received information that the CPI for FY 2019-2020 will increase by 2.8%. The NOR Park Maintenance District was established to set aside funds to assist with park maintenance costs created by new development within the District. Staff recommends a 2.8% increase to the NOR Park Maintenance District assessments. Park Planner/Landscape Architect Steph Sanders responded to Board Member inquiries. AFTER DISCUSSION, BOARD GAVE DIRECTION TO MOVE FORWARD WITH THE RECOMMENDATION.

C. Budget Revision for Retirement, Sick Leave and Vacation Payout, Resolution #07-19

Finance Director Wayne McArthur reported that there was a need for the Board to authorize a budget revision to transfer funds from the District's Board Reserve Account in the amount of \$338,165 to cover current employee and retirement sick leave and vacation payouts. AFTER DISCUSSION, BOARD ADOPTED RESOLUTION #07-19 AUTHORIZING A BUDGET REVISION FOR VACATION AND SICK LEAVE PAYOUTS.

Lerude; Ruettgers: Ayes: Douglass; Ruettgers; Lerude.

Noes: None. Absent: Eckroth; Roberson. Motion carried.

8. STAFF REPORTS

A. General Manager Report

General Manager Monya Jameson thanked Marketing Director Lisa Plank for a wonderful retirement party for David McArthur. She reported that she met with Standard School in regard to revisions in the District's day-to-day involvement in the X-Factor Program for next year. She also reported that she met with Matt Constantine, Director of the Kern County Public Health Department in regard to a joint partnership to create an Adopt-A-Park Program. The Health Department will survey park neighbors to gather information and identify the top five issues they observe in the park. This information will be used to find ways to improve the parks and get ongoing involvement from local neighbors. The first park they are concentrating on is McCray Park. She will keep the Board informed as the program develops further.

B. Marketing Report

Marketing Director Lisa Plank reported Aquatics Fun Book is currently online and registration opens on 5/01. The Summer Plunge will be on 6/08 from 11am-1pm at the NOR Pool and community groups have been invited. This is the kickoff to

the swim season. The Annual Easter Egg Hunt will be held on 4/20 at two (2) locations this year – Riverview Park and Emerald Cove Park. The Mother/Son Fiesta will be held on 5/03. She also reported that the NOR Meals on Wheels program will receive over \$31,000 from being the local choice of Sangera Suburu for the annual Share the Love program. Sangera Suburu is coordinating with her on the check presentation for the end of May. She reported that there will be a joint press release tentatively set for the end of May for the Adopt-A-Park Program. She thanked the Board for their involvement at David McArthur's Retirement party.

C. Capital Improvement Projects

Park Planner/Landscape Architect Steph Sanders reported that the North Beardsley grant has been finalized and there is one federal form to be completed before the grant close-out payment is processed. She reported that the Coffee/Etchart property escrow closes this week and that staff is working on the tax assessment paperwork to submit to the County by their deadlines. The Riverview parking lot project is currently out to bid and should close by the end of April. She reported that the Prop 68 grant paperwork is ongoing and will keep the Board informed of the progress.

D. Financial Report

Finance Director Wayne McArthur reported on the Auditor recommendations that were implemented by staff and those that weren't.

E. Personnel Report

Human Resource Director Esther Grijalva reported that she has attended numerous Job Fairs for recruitment opportunities and has been busy with summer programs and coaches. She reported they have hired part-time clerks for Riverlakes and Greenacres and part-time Rangers.

F. Parks Division Report

Parks Superintendent Paul Anderson reported that the Fruitvale-Norris Park restroom renovation is almost complete and the roof is currently being inspected. He reported that spring irrigation is ongoing and that 2) new trucks were received from Enterprise which will be assigned to the Rangers. He reported that he and Joe West attended the Kern Multi-Jurisdiction Hazard Mitigation Plan kick-off meeting. Meeting participants had the opportunity to ask questions and provide input and will work together to update the Plan over the next year.

G. Recreation Program Report

NO REPORT

H. Training Report

REPORT RECEIVED AND FILED

9. CORRESPONDENCE

NONE

10. BOARD MEMBER COMMENTS

Director Douglass – He thanked Marketing Director Lisa Plank for a wonderful retirement party for David McArthur. He thanked staff for informative staff

reports and offered any assistance to General Manager Monya Jameson in her new position.

Director Ruettgers - He thanked Marketing Director Lisa Plank for a wonderful retirement party for David McArthur. He suggested that both he and Director Lerude be appointed by Chairperson Douglass as resources for General Manager Monya Jameson to utilize on an as needed basis. Chairperson Douglass supported this suggestion.

Director Lerude - He thanked Marketing Director Lisa Plank for a wonderful retirement party for David McArthur. He asked if the NOR Foundation was involved with *Give Big Kern* and Marketing Director Lisa Plank confirmed. He asked Park Planner/Landscape Architect Steph Sanders to provide an overview of Prop 68. She will present the requested information at the June board meeting. He offered assistance to General Manager Monya Jameson on local park issues as the former Director of Kern County Parks Department.

11. EXECUTIVE SESSION

NONE


12. ADJOURNMENT

The meeting was adjourned at 6:16 p.m. to the next meeting of the Board of Directors of North of the River Recreation and Park District scheduled on May 20, 2019.


Minutes to be approved at Board Meeting held on May 20, 2019



Monya Jameson, General Manager



Lori Honea, Clerk of the Board



Brooks Douglass, Chairperson