



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, CA 93312
MONDAY, APRIL 19, 2021, 5:30 P.M.
MEETING CONDUCTED VIA WEBEX**

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.

1. CALL TO ORDER: BOARD MEETING CONVENED BY CHAIRPERSON BOB LERUDE AT 5:32 P.M.

2. ROLL CALL:

BOARD MEMBERS PRESENT
BROOKS DOUGLASS; JIM ECKROTH; BOB LERUDE;
STEVE RUETTIGERS

BOARD MEMBERS ABSENT
DONNA CLOPTON

STAFF PRESENT
LAUREN CRONK (LEFT AT 6:49P.M.);
RACHEAL GARCIA; MONYA JAMESON;
ESTHER GRIJALVA (LEFT AT 6:36P.M.);
ROBERT MARTIN (LEFT AT 6:49P.M.);
WAYNE MCARTHUR (LEFT AT 6:49P.M.);
STEPH SANDERS (LEFT AT 6:49P.M.);
SONIA QUILL (LEFT AT 6:49P.M.)

LEGAL COUNSEL
NONE

PUBLIC PRESENT
TIMOTHY PLUMMER (LEFT AT 5:51P.M.)

3. FLAG SALUTE: Chairperson Bob Lerude 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!

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.

Douglass; Ruetters: Ayes: Douglass; Eckroth; Lerude; Ruetters.

Noes: None. Absent: Clopton. Motion carried.

B. Approval of Minutes from the Board of Directors' Special Meeting Held March 11, 2021

Request by Clerk of the Board of Directors to approve the minutes from the March 11, 2021 Special Board Meeting. BOARD APPROVED MINUTES.

Douglass; Ruetters: Ayes: Douglass; Eckroth; Lerude; Ruetters.

Noes: None. Absent: Clopton. Motion carried.

C. Approval of Minutes from the Board of Directors' Regular Meeting Held March 15, 2021

Request by Clerk of the Board of Directors to approve the minutes from the March 15, 2021 Regular Board Meeting. BOARD APPROVED MINUTES.

Douglass; Ruetters: Ayes: Douglass; Eckroth; Lerude; Ruetters.

Noes: None. Absent: Clopton. Motion carried.

D. Receive and File Bills and Invoice

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.

Douglass; Ruetters: Ayes: Douglass; Eckroth; Lerude; Ruetters.

Noes: None. Absent: Clopton. Motion carried.

6. BOARD BUSINESS

A. Approval of Vehicle Exchange with Enterprise Lease Program, Resolution #08-21

General Manager Monya Jameson requested approval of Resolution #08-21 authorizing the return of 2019 leased trucks (11) in exchange for 2021 trucks (2) and 2022 trucks (9). The partnership with Enterprise Fleet Management allows the District to update aged fleet in a strategic manner, receive optimal replacement intervals and maximize resale value, save administrative costs by transferring licensing/registration responsibility to Enterprise, allow for continued coverage for major maintenance with local dealerships, and most importantly, save an average of \$92,000 per year during the life of the 5-year Agreement. Ms. Jameson introduced Enterprise Fleet Management, Client Strategy Manager, Timothy Plummer to answer any inquiries from Board Members. AFTER DISCUSSION, THE BOARD APPROVED RESOLUTION #08-21, AUTHORIZING THE VEHICLE EXCHANGE WITH ENTERPRISE LEASE PROGRAM.

Ruetters; Eckroth: Ayes: Douglass; Eckroth; Lerude; Ruetters.

Noes: None. Absent: Clopton. Motion carried.

B. Approval of Budget Revision to Fund Superintendent of Parks and Facilities Position, Resolution #09-21

Finance Director Wayne McArthur informed the Board that the Superintendent of Parks and Facilities has been vacant since March of 2020. The Parks Division management has been shared between the General Manager and Planning Director. With COVID-19 restrictions lifting, programs, events and park and facilities use will increase dramatically, increasing the Parks Division activity and workload. The Superintendent is an integral member of the Management Team and essential to the operation and management of the Park Division. Staff is projecting the year end actuals will align with the budgeted yearend balance resulting in an \$400,000 increase in reserves. AFTER DISCUSSION, THE BOARD APPROVED RESOLUTION #09-21 AUTHORIZING A BUDGET REVISION AND TRANSFER OF FUNDS IN THE AMOUNT OF \$21,400 FROM THE DISTRICT'S RESERVE ACCOUNT TO COVER EXPENSES.

Eckroth; Ruetters: Ayes: Eckroth; Lerude; Ruetters.

Noes: Douglass. Absent: Clopton. Motion carried.

C. Approval of a One-time Employee Salary Adjustment Resolution #10-21

Finance Director Wayne McArthur provided a financial update related to the FY 2020-2021 Budget. Based on the status of the budget, staff recommends a three percent one-time salary adjustment for full time and regular part-time employees who worked for the District during the COVID-19 operation modifications and closures. This increase is for a six-month period only (January-June) and will not be added to the employee's base salary. Staff responded to Board Inquiries. AFTER DISCUSSION, THE BOARD ADOPTED RESOLUTION #10-21 AUTHORIZING A TRANSFER OF FUNDS TO PROVIDE A ONE-TIME SALARY ADJUSTMENT FOR FULL TIME AND REGULAR PART-TIME EMPLOYEES, SUCH ADJUSTMENT NOT INCREASING THE EMPLOYEE'S SALARY BASE.

Eckroth; Ruetters: Ayes: Eckroth; Lerude; Ruetters.

Noes: None. Absent: Clopton. Motion carried. Abstain: Douglass

D. 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 recommends no increase to the assessments for the FY 2021-2022. Park Planner/ Landscape Architect Steph Sanders responded to Board Member inquiries. AFTER DISCUSSION, BOARD GAVE DIRECTION TO MOVE FORWARD WITH THE RECOMMENDATION.

E. Discussion and Direction Regarding NOR Park Maintenance District

The NOR Park Maintenance District was established to set aside funds to assist with park maintenance costs created by new development within the District. The NOR Park Maintenance engineer's report prepared in 2006 provides for adjustments based on the Consumer Price Index (CPI). Staff recommends a no increase to the NOR Park Maintenance District assessments. Park Planner/ Landscape Architect Steph Sanders responded to Board inquiries. AFTER

DISCUSSION, BOARD GAVE DIRECTION TO MOVE FORWARD WITH THE RECOMMENDATION.

F. Discussion and Direction Regarding Park Maintenance Concerns

General Manager Monya Jameson informed the Board that ranger memos, park expenses and responses in the park department are being monitored.

NO ACTION TAKEN

7. STAFF REPORTS

A. General Manager Report

NO REPORT

B. Marketing Report

General Manager Monya Jameson reported that Creative Services staff completed software updates due to technical difficulties. The District online credit card merchant is experiencing glitches and it will be posted on the website that it is being corrected.

C. Capital Improvement Projects

Park Planner/Landscape Architect Steph Sanders reported planning is busy completing administrative duties this time of year.

D. Financial Report

Finance Director Wayne McArthur informed the Board that staff is working on the budget and he is assisting the supervisors to get it completed.

E. Personnel Report

Human Resources Manager Esther Grijalva reported that as the District is slowly opening, former staff is being contacted to determine if they are interested in returning. Current vacancies include groundskeepers and office services.

F. Parks Division Report

General Manager Monya Jameson reported that park staff are in their new respective assignments regarding the park reorganization. Ms. Jameson also reported issues with irrigation are getting repaired to prepare for the summer weather approaching quickly.

G. Recreation Program Report

General Manager Monya Jameson reported that Riverlakes Ranch Community Center is currently open to take registrations and reservations. As demand increases, the other facilities will open. Ms. Jameson reported the District is working with partners to offer activities and has an upcoming meeting with the school districts to discuss after school sports.

H. Training Report

REPORTS RECEIVED AND FILED.

I. Committee

1. CTSA Program Review

General Manager Monya Jameson reported the District's CTSA Committee attended a committee meeting for Kern COG and was asked to review CTSA practices and procedures. An RFP being created will be sent out once complete. Kern COG Regional Planner Bob Snoddy believes the current door to door service will be difficult to accommodate as other transportation agencies do not offer that service. Ms. Jameson informed the Board a

meeting is scheduled with the Assistant City Manager to discuss the CTSA program. A decision regarding the program has not been decided.

8. CORRESPONDENCE

Board Members reviewed the correspondence from Phillip Gillet. Board Member Brooks Douglass requested staff respond and provide documentation.

9. BOARD MEMBER COMMENTS

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

BOB LERUDE - No Comment

BROOKS DOUGLASS - No Comment

JIM ECKROTH thanked everyone for their hard work as things are getting back to normal.

STEVE RUETTGERS – No Comment

10. EXECUTIVE SESSION

The Board of Directors entered into Executive Session at 6:49 P.M. for the following discussion:

- A. Request for Executive Session Regarding General Manager Performance Evaluation – Government Code 54957


The Board Reconvened from Executive Session at 8:28 P.M.


- A. Request for Executive Session Regarding General Manager Performance Evaluation – Government Code 54957
The Board approved a 5% salary increase for the General Manager.

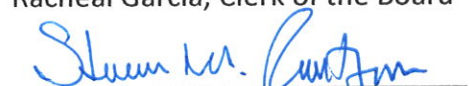
11. ADJOURNMENT

The meeting was adjourned at 8:28 p.m. to the next meeting of the Board of Directors of North of the River Recreation and Park District scheduled on May 17, 2021.

Minutes to be approved at Board Meeting held on May 17, 2021


Monya Jameson, General Manager


Racheal Garcia, Clerk of the Board


Steve Ruetters, Chairperson