



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, DECEMBER 18, 2023, 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.

1. CALL TO ORDER: BOARD MEETING CONVENED BY CHAIRPERSON CRYSTAL MADDEN AT 5:30 P.M.

2. ROLL CALL: BOARD MEMBERS PRESENT

BROOKS DOUGLASS; CRYSTAL MADDEN; RYAN SKIDMORE;
JENIFER VANALSTEIN

BOARD MEMBERS ABSENT

JAMES NABORS

STAFF PRESENT

MIKE EVANS; RACHEAL GARCIA; ESTHER GRIJALVA;
BRET HANEY; JASMIN LOBASSO; WAYNE MCARTHUR

LEGAL COUNSEL

JACOB THOMASY

PUBLIC PRESENT

NONE

3. FLAG SALUTE: Chairperson Crystal Madden 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.

**VanAlstein; Skidmore: Ayes: Douglass; Madden; Skidmore; VanAlstein.
Noes: None. Absent: Nabors. Motion carried.**

B. Approval of Minutes from the Board of Directors' Regular Meeting Held November 20, 2023

Request by Clerk of the Board of Directors to approve the minutes from the November 20, 2023 Regular Board Meeting. BOARD APPROVED MINUTES.

**VanAlstein; Skidmore: Ayes: Douglass; Madden; Skidmore; VanAlstein.
Noes: None. Absent: Nabors. Motion carried.**

C. 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.

**VanAlstein; Skidmore: Ayes: Douglass; Madden; Skidmore; VanAlstein.
Noes: None. Absent: Nabors. Motion carried.**

D. Approval of Bills Exceeding Policy Limit

Accounts Payable Clerk Tammy Sturtevant requested approval of the bills exceeding policy limit related to CAPRI Third Quarter of the Annual Contribution for Workers' Compensation and CAPRI Second Half of Annual Contribution for Property and Liability Coverage. BOARD APPROVED THE BILLS EXCEEDING POLICY LIMIT.

**VanAlstein; Skidmore: Ayes: Douglass; Madden; Skidmore; VanAlstein.
Noes: None. Absent: Nabors. Motion carried.**

6. BOARD BUSINESS

A. Approval of Teleconferencing and Videoconferencing Policy, Resolution #40-23

General Manager Bret Haney requested approval of the Teleconferencing and Videoconferencing Policy that was reviewed at the October and November 2023 Board meetings. The policy remained unchanged from the November 2023 meeting. BOARD ADOPTED RESOLUTION #40-23 APPROVING THE TELECONFERENCING AND VIDEOCONFERENCING POLICY.

**Douglass; Skidmore: Ayes: Douglass; Madden; Skidmore; VanAlstein.
Noes: None. Absent: Nabors. Motion carried.**

B. Review and Discussion Regarding the Board Meeting Attendance Policy

General Manager reviewed the proposed update to the Board Meeting Attendance Policy. Mr. Haney responded to Board inquiries. The Board did not provide any suggested changes to the update.

7. STAFF REPORTS

A. General Manager

General Manager Bret Haney thanked Board Members Madden and VanAlstein for participating in the Christmas Parade. Mr. Haney informed the Board of the upcoming California Parks and Recreation Society Inc (CPRS) Conference. Additional information will be provided for board members interested in attending.

B. Capital Improvement Projects

General Manager Bret Haney informed the Board that the Capital Improvement Project Workshop will take place at the January meeting. Planning and Construction Director Steph Thisius-Sanders will be available the week prior to the meeting to review the planning process.

C. Financial

Finance Director Wayne McArthur reported that the first draft of the annual audit has been received and is being reviewed. Mr. McArthur also shared that the Rasmussen Senior Center was named beneficiary of a portion of a trust, which shows the positive impact the Senior Center has on the community.

D. Personnel

Human Resource Director Esther Grijalva reviewed the open positions. She also shared that the Staff Christmas Party was enjoyed by all with great food and great games.

E. Parks Division

Superintendent of Parks and Facilities Mike Evans reported that park staff is busy with cleaning up falling leaves. He also reported that the Greenacres Pool Building is being refreshed for the upcoming high school swim team use.

F. Recreation and Community Services

Superintendent of Recreation and Community Services Jasmin LoBasso reviewed the Christmas parade entries, attendance, and sponsors. She reported that staff met prior to the parade to create contingency plans in the event of an emergency. Ms. LoBasso also commented on the success of the programs including the Santa Breakfast, Little Elf Workshop, Junior Theatre Little Mermaid performances, Santa Home Visits, and the Santa letters. She also reviewed upcoming activities including Kiddos in the Kitchen, Creative Corner, Winter Youth Camp, and Champions Club Baseball League.

G. Training

Reports Received and Filed.

8. CORRESPONDENCE

No Correspondence

9. BOARD MEMBER COMMENTS

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

BROOKS DOUGLASS reported that his term will expire this month, and this may be his last meeting. He has enjoyed working with everyone.

CRYSTAL MADDEN thanked Board Member Brooks Douglass for welcoming and assisting her on the Board, stating it was a pleasure serving with him. She also

commented that the parade was great, and her niece and nephew enjoyed walking with her.

RYAN SKIDMORE – No Comment

JENIFER VANALSTEIN commented that she attended the Santa Breakfast and walked the parade with her family, both of which were very well done.


10. ADJOURNMENT

The meeting was adjourned at 6:05 p.m. to the next meeting of the Board of Directors of North of the River Recreation and Park District scheduled on January 22, 2024.


Minutes to be approved at Board Meeting held on January 22, 2024



Bret Haney, General Manager



Janett Miller, Clerk of the Board



Crystal Madden, Chairperson