



North of the River

recreation and park district

NORTH OF THE RIVER RECREATION AND PARK DISTRICT BOARD OF DIRECTORS' REGULAR MEETING 405 GALAXY AVENUE, BAKERSFIELD, CALIFORNIA 93308 MONDAY, APRIL 18, 2016, 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 BOBBIE ROBERSON AT 5:32 P.M.

- 2. ROLL CALL:**
 - BOARD MEMBERS PRESENT**
BOBBIE ROBERSON; DANA MARTIN; JIM ECKROTH; STEVE RUETTIGERS. BOARD MEMBER BROOKS DOUGLASS ARRIVED AT 5:33 P.M.
 - BOARD MEMBER ABSENT**
NONE
 - STAFF PRESENT**
PAUL ANDERSON; ELAINE BUSH; ESTHER GONZALES; MONYA JAMESON; ROBERT MARTIN; DAVID MCARTHUR; LISA PLANK; STEPH SANDERS
 - LEGAL COUNSEL**
NONE
 - PUBLIC PRESENT**
RYAN ROBERSON; KYLIE ROBERSON

- 3. FLAG SALUTE:** RYAN ROBERSON 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!

THERE WERE NO PUBLIC COMMENTS

5. CONSENT AGENDA

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.

Ruettgers-Eckroth: Ayes: Roberson; Martin; Ruettgers; Eckroth; Douglass.

Noes: None. Absent: None. Motion carried.

B. Approval of Minutes from the Board of Directors' Regular Meeting Held March 21, 2016

Request by Clerk of the Board of Directors to approve the minutes from the March 21, 2016 Regular Board Meeting. BOARD APPROVED MINUTES.

Ruettgers-Eckroth: Ayes: Roberson; Martin; Ruettgers; Eckroth; Douglass.

Noes: None. Absent: None. 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-Eckroth: Ayes: Roberson; Martin; Ruettgers; Eckroth; Douglass.

Noes: None. Absent: None. Motion carried.

D. Award of Bid for Youth Tackle Football Jerseys, Pants and Printing of Jerseys, Resolution #08-16

Recreation Supervisor Lauren Cronk requested award of bid for jerseys, pants and printing of jerseys for use in the 2016 Youth Tackle Football Program. Board Members were provided with bid results. BOARD ADOPTED RESOLUTION #08-16 AWARDING THE BID.

Ruettgers-Eckroth: Ayes: Roberson; Martin; Ruettgers; Eckroth; Douglass.

Noes: None. Absent: None. Motion carried.

E. Approval of Purchase of Vehicle, Resolution #09-16

Parks Superintendent Paul Anderson requested approval to purchase a vehicle to replace an aging vehicle requiring excessive and expensive repairs. Board Members were provided with bid results. BOARD APPROVED PURCHASE OF VEHICLE.

Ruettgers-Eckroth: Ayes: Roberson; Martin; Ruettgers; Eckroth; Douglass.

Noes: None. Absent: None. Motion carried.

F. Approval of Purchase of Zero Turn Mower, Resolution #10-16

Parks Superintendent Paul Anderson requested approval to purchase an aging mower. Board Members were provided with bid results. BOARD APPROVED PURCHASE OF THE MOWER.

Ruettgers-Eckroth: Ayes: Roberson; Martin; Ruettgers; Eckroth; Douglass.

Noes: None. Absent: None. Motion carried.

G. Approval of Purchase of One Ton Crew Cab Pickup, Resolution #12-16

Parks Superintendent Paul Anderson requested approval to purchase a crew cab pickup to replace an aging pickup. Board Members were provided with bid results. BOARD APPROVED PURCHASE OF THE CREW CAB PICKUP.

Ruettgers-Eckroth: Ayes: Roberson; Martin; Ruettgers; Eckroth; Douglass.

Noes: None. Absent: None. Motion carried.

6. BOARD BUSINESS

A. Approval of Sale of Land at RiverLakes to PG & E for Gas Line Inspection Station, Resolution #11-16

Park Planner/Landscape Architect Steph Sanders informed Board Members of a request from PG & E to purchase land at RiverLakes to replace equipment and expand the existing gas valve site at their Downing Avenue Station, located in the south corner of the undeveloped portion of RiverLakes Ranch Park. This would allow PG&E to create an in-line inspection station. Ms. Sanders responded to Board Member inquiries. AFTER DISCUSSION, BOARD MEMBERS ADOPTED RESOLUTION #11-16 AUTHORIZING THE SALE OF LAND TO PG & E.

Ruettgers-Eckroth: Ayes: Roberson; Martin; Ruettgers; Eckroth; Douglass.

Noes: None. Absent: None. Motion carried.

B. Discussion and Direction Regarding Chevron North Meadows Assessments

Each year, staff reviews the Chevron North Meadows Maintenance District assessments to determine the need to modify assessment fees; then makes a recommendation and requests direction from the Board of Directors. With increased water, utility and maintenance costs, staff is recommending that assessments be modified to reflect the 2.6% increase to the Consumer Price Index for California. BOARD DIRECTED STAFF TO PROCEED WITH THE PROCESS TO MODIFY ASSESSMENTS. A public hearing regarding modification to assessments will be scheduled for the May 23rd Board Meeting.

C. Discussion and Direction Regarding NOR Park Maintenance District Assessments

Each year, staff reviews the NOR Park Maintenance District assessments to determine the need to modify assessment fees; then makes a recommendation and requests direction from the Board of Directors. With increased water, utility and maintenance costs, staff is recommending that assessments be modified to reflect the 2.6% increase to the Consumer Price Index for California. BOARD DIRECTED STAFF TO PROCEED WITH THE PROCESS TO MODIFY ASSESSMENTS. A public hearing regarding modification to assessments will be scheduled for the May 23rd Board Meeting.

7. STAFF REPORTS

A. General Manager Report

B. Marketing Report

Marketing Director Lisa Plank recapped the March for Meals activities noting that last year, there were 65 volunteer "Champions"; this year 95 "Champions" to include various public figures, NOR Board Member and staff, and various business volunteers. Ms. Plank also informed Board Members that the local Subaru dealership played a key role in supporting the NOR Meals on Wheels Program, culminating in the receipt of the largest "Share the Love" grant in the history of the program. Ms. Plank informed Board Members of the upcoming Kern Community Foundation one day on-line fundraising event for Meals on Wheels in which NOR will be a participant.

C. Capital Improvement Projects

Park Planner/Landscape Architect Steph Sanders informed Board Members that a required meeting relating to the Design/Build Request for Qualifications for new offices at RiverLakes Community Center was held. Three contractors attended the meeting; one submitted the Request for Qualifications package. With only one contractor providing information, staff will need to explore options to determine what is best for the District. Ms. Sanders responded to Board Member Steve Ruetzger's inquiries regarding plans for the current office facilities/land and the need to ensure a plan is in place along with the plans for new offices. Ms. Sanders also informed Board Members that staff is continuing to move forward with the North Beardsley project.

D. Financial Report

Finance Director Monya Jameson informed Board Members that she has been working with staff to complete three year audits for the CTSA and Nutrition Programs. Ms. Jameson also highlighted an example on the Vendor Detail Query Report (received by Board Members each month) where funds have not been expended but are displayed as encumbered for future payment.

E. Personnel Report

Human Resources Director Esther Grijalva updated Board Members regarding various recruitments currently underway and the need for volunteers for NOR's Summer Ball and Youth Tackle Football Programs. Ms. Grijalva also informed Board Members that the Aquatic Program is fully staffed and ready for the 2016 season.

F. Parks Division Report

Parks Superintendent Paul Anderson stated that an effort is being made to improve the District's fleet, as demonstrated through tonight's request for purchase of vehicles, and efforts are being made to reorganize staff to reduce travel time as well. With the latest storm, Riverview experienced roof leakage requiring repairs and NOR Pool sewer line issues have surfaced requiring repairs due to tree root issues.

G. Recreation Program Report

H. Training Report

Written report received and filed.

8. CORRESPONDENCE

Memorandum from CARPD regarding 2016 Slate of Board Officers

9. BOARD MEMBER COMMENTS

Board Member Bobbie Roberson noted that both she and her children enjoyed their volunteer service at this year's March for Meals program, stating her children wanted to return for a second day (which they did) as staff and the seniors were so nice to them.

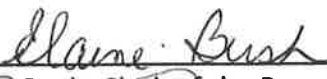
10. ADJOURNMENT

A motion was made by Steve Ruetters, seconded by Jim Eckroth to adjourn the meeting. The meeting was adjourned at 6:04 p.m. to the next regular meeting of the Board of Directors of North of the River Recreation and Park District scheduled on May 23, 2016.

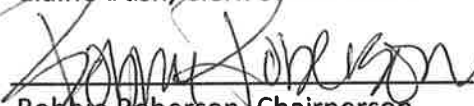
Minutes to be approved at Board
Meeting held on May 23, 2016



David McArthur, General Manager



Elaine Bush, Clerk of the Board



Bobbie Roberson, Chairperson