



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, OCTOBER 17, 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

**Posted Prior to 5:00 p.m.
Wednesday, October 12, 2016**

- 1. CALL TO ORDER: BOARD MEETING CONVENED BY CHAIRPERSON BOBBIE ROBERSON AT 5:31 P.M.**
- 2. ROLL CALL:**
 - BOARD MEMBERS PRESENT**
BOBBIE ROBERSON; STEVE RUETTIGERS; BROOKS DOUGLASS;
BOB LERUDE
 - BOARD MEMBERS ABSENT**
JIM ECKROTH
 - STAFF PRESENT**
PAUL ANDERSON; ELAINE BUSH; ESTHER GRIJALVA; MONYA JAMESON; ROBERT MARTIN; DAVID MCARTHUR; LISA PLANK;
STEPH SANDERS
 - LEGAL COUNSEL**
NONE
 - PUBLIC PRESENT**
KEITH LINTNER; VU NGUYEN; EDWARD FOSTER
- 3. FLAG SALUTE:** Parks Superintendent Paul Anderson 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!

COMMENTS RECEIVED FROM MEMBER OF THE PUBLIC KEITH LINTNER.
- 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-Douglass: Ayes: Roberson; Ruettgers; Douglass; Lerude.
Noes: None. Absent: Eckroth. Motion carried.**

B. Approval of Minutes from the Board of Directors' Regular Meeting Held September 19, 2016

Request by Clerk of the Board of Directors to approve the minutes from the September 19, 2016 Board Meeting. BOARD APPROVED MINUTES.

**Ruettgers-Douglass: Ayes: Roberson; Ruettgers; Douglass; Lerude.
Noes: None. Absent: Eckroth. Motion carried.**

C. Approval of the Receipt of Bills and Invoices

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

**Ruettgers-Douglass: Ayes: Roberson; Ruettgers; Douglass; Lerude.
Noes: None. Absent: Eckroth. Motion carried.**

D. Approval of 2017 District Holiday Schedule

General Manager David McArthur requested approval of the 2017 District Holiday Schedule. BOARD APPROVED THE 2017 DISTRICT HOLIDAY SCHEDULE.

**Ruettgers-Douglass: Ayes: Roberson; Ruettgers; Douglass; Lerude.
Noes: None. Absent: Eckroth. Motion carried.**

6. BOARD BUSINESS

A. Approval of Employee Benefit In-Lieu Program, Resolution #19-16

The Benefit In-Lieu Program proposal was discussed at the June, August and September Board Meetings with Board Members requesting additional information relating to the matter. The program offers full time and regular part-time employees who have duo health insurance coverage the opportunity to opt out of the District's health insurance program and, in lieu and with the health insurance premium savings, NOR would match the employee's deferred compensation contribution up to \$3,000 for full time employees; \$1,500 for regular part-time employees. BOARD ADOPTED RESOLUTION #19-16 APPROVING THE EMPLOYEE BENEFIT IN-LIEU PROGRAM.

**Ruettgers-Douglass: Ayes: Roberson; Ruettgers; Douglass; Lerude.
Noes: None. Absent: Eckroth. Motion carried.**

B. Approval of Revision to Purchasing Policy, Resolution #36-16

Finance Director Monya Jameson requested approval of a revision to the District's Purchasing Policy increasing purchase limits to reflect increased pricing of goods and services as well as new requirements of the United States Department of Industrial Relations that mandate that service contractors working for a public agency be paid prevailing wages for projects over \$1,000. This mandate has increased the overall costs of smaller repair and improvement projects by 30% to 40%. AFTER DISCUSSION, THE BOARD ADOPTED RESOLUTION #36-16 APPROVING THE PURCHASING POLICY REVISION.

Douglass-Lerude: Ayes: Roberson; Ruetters; Douglass; Lerude.

Noes: None. Absent: Eckroth. Motion carried.

C. Approval of the Addition of Foresters Deferred Compensation Plan, Resolution #37-16

Human Resources Director Esther Grijalva requested approval to add Foresters Deferred Compensation Plan as an additional investment option to full time and regular part-time employees of the District. Ms. Grijalva responded to Board Member inquiries. AFTER DISCUSSION, BOARD ADOPTED RESOLUTION #37-16 APPROVING THE ADDITION OF THE FORESTERS DEFERRED COMPENSATION PLAN.

Ruetters-Douglass: Ayes: Roberson; Ruetters; Douglass; Lerude.

Noes: None. Absent: Eckroth. Motion carried.

7. STAFF REPORTS

A. General Manager Report

B. Marketing Report

Marketing Director Lisa Plank updated Board Members regarding Sangera Subaru's selection of the NOR Meals on Wheels program as their home town charity. There will also be a "Stuff the Trunk" event this fall and "Community Champions Program" and "Sports Week" events slated for March; all in support of the MOW program. Ms. Plank also informed Board Members of staff's participation in the upcoming Bakersfield Business Expo; NOR's upcoming Condor events to include a staff event on October 22nd and NOR Youth Football Night on November 12th; plans relating to the Staff Christmas Party; and that NOR has been approached by Pet Smart who will be opening a new store in the northwest area of Bakersfield and their desire to place banners at two NOR northwest park locations supporting dog friendly parks.

C. Capital Improvement Projects

Park Planner/Landscape Architect Steph Sanders updated Board Members regarding the North Beardsley Skate Park project; the new NOR Administration Office project and the future revision to the NOR Master Plan. Over the past month, staff was provided with individual office layouts and asked to arrange furniture so that considerations could be given during construction to electrical and cat 6 port needs. This exercise sparked even more enthusiasm among staff awaiting the completion of the new offices.

D. Financial Report

Finance Director Monya Jameson directed Board Members' attention to the cover page of the list of bills which explains that because the report is a vendor report, credit card payments are listed twice, once for the credit card vendor and once for the vendor where the credit card purchase occurred. Additionally, Ms. Jameson reported that the full payment from Kern COG related to the CTSA Program had been received.

E. Personnel Report

Human Resources Director Esther Grijalva informed Board Members of the need for a part-time teacher to work in the Neighborhood Place Program.

F. Parks Division Report

Parks Superintendent Paul Anderson informed Board Members that the two trucks approved for purchase at the September Board Meeting have been delivered and other items approved at that meeting are on order for delivery. Mr. Anderson also updated Board Members regarding the Boy Scout projects at Greenacres and a presentation from the scouts scheduled for the November Board Meeting.

G. Recreation Program Report

H. Training Report

REPORTS RECEIVED AND FILED.

8. CORRESPONDENCE

Memo from CAPRI Regarding CAPRI 2016 Board of Director Election Ballot

9. BOARD MEMBER COMMENTS

THERE WERE NO BOARD MEMBER COMMENTS

10. ADJOURNMENT

The meeting was adjourned at 6:38 p.m. to the next regular meeting of the Board of Directors of North of the River Recreation and Park District scheduled on November 21, 2016

Minutes to be approved at Board
Meeting held on November 21, 2016

Elaine Bush, Clerk of the Board

David McArthur, General Manager

Bobbie Roberson, Chairperson