



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, MAY 18, 2015, 5:30 P.M.**

SUMMARY OF PROCEEDINGS

1. CALL TO ORDER: BOARD MEETING CONVENED BY CHAIRPERSON STEVE RUETTGERS AT 5:33 P.M.

2. ROLL CALL:

BOARD MEMBERS PRESENT
STEVE RUETTGERS; BOBBIE ROBERSON; JIM ECKROTH; STUART PATTESON; DANA MARTIN

BOARD MEMBERS ABSENT
NONE

STAFF PRESENT
ELAINE BUSH; LAUREN CRONK; THERRON DIECKMANN; ESTHER GRIJALVA; LISA GONZALEZ; DIANE HOOPER; MONYA JAMESON; ROBERT MARTIN; DAVID MCARTHUR; RUBEN MUSQUEZ; ROBERT PENA; LISA PLANK; SONIA QUILL; STEPH SANDERS; MIKE THOMPSON; MISHELLE ULRICH; JOE WEST; BRIAN YACKOVICH

LEGAL COUNSEL
NONE

PUBLIC PRESENT
COREY GROVES

3. FLAG SALUTE: THERE WAS NO 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.

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

Noes: None. Absent: None. Motion carried.

B. Approval of Minutes from the Board of Directors Regular Meeting Held April 20, 2015

Request by Clerk of the Board of Directors to approve the minutes from the April 20, 2015 Board Meeting. BOARD APPROVED MINUTES.

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

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.

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

Noes: None. Absent: None. Motion carried.

D. Ratification of Bill Exceeding Policy Limit

Accounts Payable Clerk Tammy Sturtevant requested approval of a bill exceeding policy limit related to the Black Mountain Software annual maintenance agreement. BOARD APPROVED BILL EXCEEDING POLICY LIMIT.

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

Noes: None. Absent: None. Motion carried.

6. PUBLIC HEARING

A. Public Hearing and Approval of FY 2015-2016 Chevron North Meadows Assessments, Resolution #09-15

Park Planner/Landscape Architect Steph Sanders provided a staff report recommending an increase to the Chevron North Meadows Assessment District fees for FY 2015-2016 to reflect the Consumer Price Index (CPI) adjustment. Chairperson Steve Ruettgers opened the public hearing. No comments were received from the public. The hearing was then closed. BOARD ADOPTED RESOLUTION #09-15 ALLOWING FEES TO BE ASSESSED IN THE CHEVRON NORTH MEADOWS ASSESSMENT DISTRICT.

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

Noes: None. Absent: None. Motion carried.

B. Public Hearing and Approval of FY 2015-2016 NOR Park Maintenance District Assessments, Resolution #14-15

Park Planner/Landscape Architect Steph Sanders provided a staff report recommending an increase to the NOR Park Maintenance District Assessment fees for FY 2015-2016 to reflect the Consumer Price Index (CPI) adjustment. Chairperson Steve Ruetters opened the public hearing. No comments were received from the public. The hearing was then closed. BOARD ADOPTED RESOLUTION #14-15 ALLOWING FEES TO BE ASSESSED IN THE NOR PARK MAINTENANCE DISTRICT.

**Patteson-Martin: Ayes: Ruetters; Roberson; Patteson; Eckroth; Martin.
Noes: None. Absent: None. Motion carried.**

7. BOARD BUSINESS

A. Approval of Agreement with Kern County Sheriff's Office Related to the Work Release Program, Resolution #16-15

Parks and Recreation Director Therron Dieckmann requested Board approval of a Memorandum of Understanding with the Kern County Sheriff's Office to participate in the Kern County Sheriff's Work Release Program. Staff responded to Board Member inquiries related to the Work Release Program. AFTER DISCUSSION, THE BOARD ADOPTED RESOLUTION #16-15 APPROVING THE AGREEMENT.

**Martin-Eckroth: Ayes: Ruetters; Eckroth; Martin. Noes: Roberson; Patteson.
Absent: None. Motion carried.**

B. Introduction to Replacement of Policy #6-115, Records Retention Policy

Board Members were provided with a copy of a proposed replacement to Policy #6-115, Records Retention Policy. The replacement policy provides more detailed guidelines relating to records retention and destruction. Staff is seeking Board input and approval at a future meeting.

C. Discussion and Direction Regarding FY 2015-2016 Budget to Include Presentations from Staff

Department Heads presented FY 2015-2016 service plans and budget requests to Board Members and responded to inquiries from the Board. Presentations were as follows:

- Lisa Plank – Creative Services
- Therron Dieckmann – Parks and Recreation
- Joe West – CTSA Transportation
- Steph Sanders – Planning/Construction
- Dave McArthur – Administration
- Monya Jameson – Business Services

Following Department Head presentations, Finance Director Monya Jameson presented an overview of the FY 2015-2016 Budget. The FY 2015-2016 Preliminary Budget will be included on the June 15th Board Meeting agenda.

8. STAFF REPORTS

A. General Manager Report

General Manager David McArthur updated Board Members regarding a public complaint received at the April Board Meeting and the resolution to the matter.

B. Marketing Report

Marketing Director Lisa Plank updated Board Members regarding the submittal of a press release relating to NOR's spray parks usage and the flurry of comments received after the release, some negative but most positive.

C. Capital Improvement Projects

Parks Planner/Landscape Architect Steph Sanders informed Board Members of an unsolicited proposal related to the development of a water park and updated Board Members regarding future development projects.

D. Financial Report

Written report provided.

E. Personnel Report

F. Written report provided.

G. Recreation and Parks Program Report

H. Training Report

Written report provided.

REPORTS RECEIVED AND FILED

9. CORRESPONDENCE

THERE WAS NO CORRESPONDENCE.

10. BOARD MEMBER COMMENTS

Comments received from Stuart Patteson, Jim Eckroth, Dana Martin and Steve Ruettgers regarding budget presentations. On behalf of the Board of Directors, Chairperson Ruettgers thanked all staff for their work efforts.

11. ADJOURNMENT

The meeting was adjourned at 7:45 p.m. to the next Regular Meeting of the Board of Directors of North of the River Recreation and Park District scheduled on June 15, 2015.

Minutes to be approved at Board
Meeting held on June 15, 2015

Elaine Bush, Clerk of the Board

David McArthur, General Manager

Steve Ruettgers, Chairperson