



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, JUNE 15, 2015, 5:30 P.M.**

SUMMARY OF PROCEEDINGS

1. CALL TO ORDER: BOARD MEETING CONVENED BY CHAIRPERSON STEVE RUETTGERS AT 5:34 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; ESTHER GRIJALVA; MONYA JAMESON;
DAVID MCARTHUR; LISA PLANK; STEPH SANDERS; JOE WEST

LEGAL COUNSEL
NONE

PUBLIC PRESENT
NONE

3. FLAG SALUTE: TRANSPORTATION SUPERVISOR JOE WEST 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.

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

B. Approval of Minutes from the Board of Directors Regular Meeting Held May 18, 2015

Request by Clerk of the Board of Directors to approve the minutes from the May 18, 2015 Board Meeting. BOARD APPROVED MINUTES.

**Roberson-Eckroth: 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.

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

D. Adoption of FY 2015-2016 Preliminary Appropriation Limit, Resolution #15-15

Finance Director Monya Jameson requested adoption of Resolution #15-15 approving the FY 2015-2016 Preliminary Appropriation Limit. BOARD ADOPTED RESOLUTION #15-15 APPROVING THE FY 2015-2016 PRELIMINARY APPROPRIATION LIMIT.

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

E. Renewal of Agreement to Provide Medi-Cal Administrative Activities, Resolution #23-15

Finance Director Monya Jameson requested adoption of Resolution #23-15 approving a renewal agreement with the County of Kern Department of Public Health to provide Medi-Cal Administrative Activities. BOARD ADOPTED RESOLUTION #12-15 APPROVING THE RENEWAL AGREEMENT.

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

6. BOARD BUSINESS

A. Approval of Claim to Operate Consolidated Transportation Service Agency for FY 2015-2016, Resolution #17-15

Transportation Supervisor Joe West requested adoption of Resolution #17-15 authorizing the CTSA Claim for FY 2015-2016. BOARD ADOPTED RESOLUTION #17-15 AUTHORIZING THE CLAIM.

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

B. Approval of Veterans Building Lease Agreement, Resolution #18-15

General Manager David McArthur requested adoption of Resolution #18-15 approving a lease agreement with the County of Kern to lease the Veterans Building located on Norris Road. Mr. McArthur responded to Board Member inquiries. AFTER DISCUSSION, THE BOARD ADOPTED RESOLUTION #18-15 APPROVING THE LEASE AGREEMENT.

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

C. Approval of Replacement of Current Records Retention Policy, #6-115, Resolution #19-15

At the May 18, 2015 Board Meeting, Board Members were provided with a copy of a proposed replacement Records Retention Policy. At tonight's meeting, staff requested adoption of Policy #19-15 approving the replacement policy, Policy #6-115, Records Retention and Destruction Policy. Staff responded to Board Member inquiries relating to the policy. AFTER DISCUSSION, THE BOARD ADOPTED RESOLUTION #19-15 APPROVING THE POLICY.

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

D. Approval of Illness and Injury Prevention Program, Policy #7-101, Resolution #20-15

A staff report was provided to Board Members relating to an updated Illness and Injury Prevention Program. FOLLOWING THE REPORT AND DISCUSSION, THE BOARD ADOPTED RESOLUTION #20-15 APPROVING THE UPDATED ILLNESS AND INJURY PREVENTION PROGRAM.

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

E. Adoption of FY 2015-2016 Preliminary Operating Budget and Setting of Date for Public Hearing and Adoption of Final Operating Budget, Resolution #21-15

Referencing the FY 2015-2016 Preliminary Budget document provided to Board Members, Finance Director Monya Jameson presented details relating to the FY 2015-2016 Preliminary Operating Budget which included a change to service plans presented at the May Board Meeting (an additional position) as well as an update to FY 2014-2015 estimated actual resulting in a preliminary operating budget of \$21,097,352. Ms. Jameson informed the board that at this time staff expects an additional \$150,000 in capital maintenance expenses for the Final Budget. Ms. Jameson responded to Board Member inquiries. AFTER DISCUSSION, BOARD MEMBERS ADOPTED RESOLUTION #21-15 APPROVING THE FY 2015-2016 PRELIMINARY OPERATING BUDGET AND SETTING THE DATE FOR PUBLIC HEARING AND ADOPTION OF FINAL OPERATING BUDGET FOR JULY 20, 2015.

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

F. Adoption of FY 2015-2016 Preliminary Capital Improvement Budget and Setting of Date for Public Hearing and Adoption of Final Capital Improvement Budget, Resolution #22-15

Finance Director Monya Jameson also presented the FY 2015-2016 Preliminary Capital Improvement Budget to include review of the Capital Improvement Projects budget in the amount of \$2,150,873. BOARD MEMBERS ADOPTED RESOLUTION #22-15 APPROVING THE FY 2015-2016 PRELIMINARY CAPITAL IMPROVEMENT BUDGET AND SETTING THE DATE FOR PUBLIC HEARING AND ADOPTION OF FINAL OPERATING BUDGET FOR JULY 20, 2015.

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

7. STAFF REPORTS

A. General Manager Report

B. Marketing Report

Marketing Director Lisa Plank updated Board Members regarding the status of the upcoming winter "Fun Book" and the NOR 60th Anniversary event.

C. Capital Improvement Projects

D. Financial Report

Finance Director Monya James informed Board Members that due to the early meeting date, Finance Reports were not available, however, will be provided at next month's Board Meeting

E. Personnel Report

F. Recreation and Parks Program Report

Afterschool Track

G. Training Report

8. CORRESPONDENCE

THERE WAS NO CORRESPONDENCE.

9. BOARD MEMBER COMMENTS

COMMENTS WERE RECEIVED FROM BOARD MEMBER DANA MARTIN COMPLIMENTING STAFF ON THEIR LARGE REDUCTION OF WATER USAGE AS ANNOUNCED AT A RECENT VAUGHN WATER COMPANY BOARD MEETING SHE ATTENDED. COMMENTS WERE ALSO RECEIVED FROM CHAIRPERSON STEVE RUETTGERS EXPRESSING APPRECIATION FOR THE HARD WORK OF NOR STAFF.

10. ADJOURNMENT

The meeting was adjourned at 7:05 p.m. to the next Regular Meeting of the Board of Directors of North of the River Recreation and Park District scheduled on July 20, 2015.

Minutes to be approved at Board Meeting held on July 20, 2015

Elaine Bush, Clerk of the Board

David McArthur, General Manager

Steve Ruettgers, Chairperson