



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 TUESDAY, JANUARY 20, 2015, 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 STEVE RUETTGENS AT 5:30 P.M.

2. ROLL CALL:

BOARD MEMBERS PRESENT
STEVE RUETTGENS; BOBBIE ROBERSON; JIM ECKROTH;
STUART PATTESON

BOARD MEMBERS ABSENT
DANA MARTIN

STAFF PRESENT
ELAINE BUSH; THERRON DIECKMANN; ESTHER GRIJALVA;
MONYA JAMESON; STEPHANIE MARTINEZ; DAVID MCARTHUR;
LISA PLANK; STEPH SANDERS

LEGAL COUNSEL
NONE

PUBLIC PRESENT
NANCY ROBERTS; JESSLYN CONLEY

3. FLAG SALUTE: ACCOUNTANT STEPHANIE MARTINEZ 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.

Patteson-Eckroth: Ayes: Ruetters; Roberson; Eckroth; Patteson.

Noes: None. Absent: Martin. Motion carried.

B. **Approval of Minutes from the Board of Directors Regular Meeting Held December 15, 2014**

Request by Clerk of the Board of Directors to approve the minutes from the December 15, 2014 Board Meeting. BOARD APPROVED MINUTES.

Patteson-Eckroth: Ayes: Ruetters; Roberson; Eckroth; Patteson.

Noes: None. Absent: Martin. 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.

Patteson-Eckroth: Ayes: Ruetters; Roberson; Eckroth; Patteson.

Noes: None. Absent: Martin. Motion carried.

D. **Ratification of Bills Over Policy Limit**

Accounts Payable Clerk Tammy Sturtevant requested ratification of bills exceeding policy limit related to CAPRI third quarter workers compensation coverage and second half of the annual premium for property and liability coverage for FY 2014-2015. BOARD RATIFIED BILLS OVER POLICY LIMIT.

Patteson-Eckroth: Ayes: Ruetters; Roberson; Eckroth; Patteson.

Noes: None. Absent: Martin. Motion carried.

E. **Award of Bid for Helmet Certification and Reconditioning, Resolution #01-15**

Parks and Recreation Director Therron Dieckmann requested award of bid for helmet certification and reconditioning for the 2015 Youth Tackle Football Program. BOARD ADOPTED RESOLUTION #01-15 AWARDING THE BID.

Patteson-Eckroth: Ayes: Ruetters; Roberson; Eckroth; Patteson.

Noes: None. Absent: Martin. Motion carried.

F. **Authorization to Apply for the Federal Surplus Property Program, Resolution #02-15**

General Manager David McArthur requested adoption of Resolution #02-15 authorizing application for the Federal Surplus Property. BOARD ADOPTED RESOLUTION #02-15 AUTHORIZING THE APPLICATION.

Patteson-Eckroth: Ayes: Ruetters; Roberson; Eckroth; Patteson.

Noes: None. Absent: Martin. Motion carried.

6. BOARD BUSINESS

A. Presentation of Annual Audit from Roberts and James, Certified Public Accountants

Board Members were provided with a copy of the Annual Financial Report for fiscal year ending June 30, 2014. Roberts and James Representative Nancy Roberts provided a review of the financial report referencing items within the document as well as informing Board Members that there were no major findings and the audit was of a “clean opinion”. Ms. Roberts responded to Board Member inquiries. BOARD THEN RECEIVED AND FILED THE ANNUAL AUDIT REPORT.

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

Noes: None. Absent: Martin. Motion carried.

B. Approval of Agreement with First 5 Kern to Provide Neighborhood Place Program at Riverview Community Center, Resolution #03-15

Parks and Recreation Director Therron Dieckmann requested adoption of Resolution #03-15 approving an agreement with Kern County Children and Families Commission to continue funding the Neighborhood Place school readiness, parent education and supportive services program through June 30, 2020. BOARD ADOPTED RESOLUTION #03-15 APPROVING THE AGREEMENT.

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

Noes: None. Absent: Martin. Motion carried.

C. Award of Bid for Rasmussen Senior Center Dining Room Floor Overlay, Resolution #04-15

Parks and Recreation Director Therron Dieckmann requested adoption of Resolution #04-15 awarding bid for Rasmussen Senior Center’s dining room floor overlay. The Parks and Recreation Director responded to Board Member inquiries. BOARD ADOPTED RESOLUTION #04-15 AWARDING THE BID.

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

Noes: None. Absent: Martin. Motion carried.

D. Authorization to Apply for Land and Water Conservation Funds for Renovation of North Beardsley Park, Resolution #05-15

Landscape Architect/Park Planner Steph Sanders requested adoption of Resolution #05-15 authorizing staff to apply for a Land and Water Conversation Fund Grant for renovation of North Beardsley Park. Ms. Sanders provided general details of the planned renovation and responded to Board Member inquiries. BOARD ADOPTED RESOLUTION #05-15 AUTHORIZING THE APPLICATION.

Roberson-Patteson: Roll Call Vote: Roberson – Aye; Patteson – Aye;

Eckroth – Aye; Ruettgers – Aye. Motion carried.

E. Approval of Waiver of Conflict Agreement Between North of the River Recreation and Park District, City of Bakersfield and Clifford & Brown, Resolution #06-15

This item was received the day of the Board Meeting and was added to the agenda by the Board of Directors due to the need for immediate action.

General Manager David McArthur requested adoption of Resolution #06-15 authorizing staff to sign a waiver of conflict agreement between North of the River Recreation and Park District and the City of Bakersfield agreeing that there is no conflict of interest with both parties using Clifford and Brown to represent them as it relates to a claim. BOARD ADOPTED RESOLUTION #06-15 AUTHORIZING STAFF TO SIGN THE WAIVER AGREEMENT.

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

Noes: None. Absent: Martin. Motion carried.

7. STAFF REPORTS

A. General Manager Report

General Manager David McArthur announced that Finance Director Monya Jameson had recently received her Master's Degree in Recreation Administration from Chico State.

B. Marketing Report

Marketing Director Lisa Plank informed Board Members that the winter/spring Fun Books have been distributed and the new website is doing well with plans underway to begin analyzing website data for use in marketing efforts. Ms. Plank also informed Board Members of NOR's upcoming 60th anniversary and plans to celebrate this milestone.

C. Capital Improvement Projects

Landscape Architect/Park Planner Steph Sanders informed Board Members of a future six acre park site at Eckart and Coffee as a condition of approval of a tract map.

D. Financial Report

Finance Director Monya Jameson provided a financial report to Board Members comparing the current midyear budget to the prior midyear budget and responded to Board Member inquiries relating to the affect of the drop in oil prices on the District's budget.

E. Personnel Report

Human Resources Director Esther Grijalva informed Board Members that we are currently recruiting for CTSA Transportation substitute drivers.

F. Recreation and Parks Program Report

Parks and Recreation Director Therron Dieckmann informed Board Members that with the recent hiring of a Groundskeeper, the parks department is fully staffed and undergoing various trainings at this time; maintenance staff is busy with never a shortage of projects; all recreation centers are doing well with an increase of participants in the Greenacres preschool program following a few changes to the program. Kudos were also given to Senior Services Recreation Specialists Diane Hooper and Mishelle Ulrich and Marketing Director Lisa Plank for their efforts in seeking alternate funding sources for senior services. Board

Members were also informed of recent inventory efforts District-wide and provided written reports related to Aquatics and Youth Tackle Football.

G. Training Report

8. CORRESPONDENCE

Memo from Kern County Special District Related to Nominations for Special District Representative on LAFCo.

9. BOARD MEMBER COMMENTS

Board Member Bobbie Roberson indicated she had been approached regarding how to move from assistant coach to head coach in the Youth Tackle Football Program. Parks and Recreation Director Therron Dieckmann responded to Ms. Roberson's question.

10. ADJOURNMENT

The meeting was adjourned at 6:17 p.m. to the next Regular Meeting of the Board of Directors of North of the River Recreation and Park District scheduled on February 17, 2015.

Minutes to be approved at Board
Meeting held on February 17, 2015

Elaine Bush, Clerk of the Board

David McArthur, General Manager

Steve Ruettgers, Chairperson