



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, FEBRUARY 21, 2017, 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, February 15, 2017**

- 1. CALL TO ORDER: BOARD MEETING CONVENED BY CHAIRPERSON BOBBIE ROBERSON AT 5:32 P.M.**
- 2. ROLL CALL:**
 - BOARD MEMBERS PRESENT**
 - BOBBIE ROBERSON; BROOKS DOUGLASS; BOB LERUDE; STEVE RUETTIGERS ARRIVED AT 5:39 P.M.
 - BOARD MEMBER ABSENT**
 - JIM ECKROTH
 - STAFF PRESENT**
 - PAUL ANDERSON; ELAINE BUSH; ESTHER GRIJALVA;
ROBERT MARTIN; DAVID MCARTHUR; LISA PLANK;
STEPH SANDERS; JOE WEST
 - LEGAL COUNSEL**
 - NONE
 - PUBLIC PRESENT**
 - NONE
- 3. FLAG SALUTE:** Chairperson Bobbie 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. 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.

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

Noes: None. Absent: Eckroth; Ruetters. Motion carried.

B. Approval of Minutes from the Board of Directors' Regular Meeting Held January 17, 2017

Request by Clerk of the Board of Directors to approve the minutes from the January 17, 2017 Board Meeting. BOARD APPROVED MINUTES.

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

Noes: None. Absent: Eckroth; Ruetters. Motion carried.

C. Approval of Bill Over Policy Limit

Accounts Payable Clerk Tammy Sturtevant requested approval of a bill exceeding policy limit related to the third quarter premium to CAPRI for Workers' Compensation Coverage. BOARD APPROVED BILL EXCEEDING POLICY LIMIT.

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

Noes: None. Absent: Eckroth; Ruetters. Motion carried.

D. Approval of the Receipt of 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.

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

Noes: None. Absent: Eckroth; Ruetters. Motion carried.

E. Approval of Application for FTA 5310 Grant for CTSA, Resolution #01-17

CTSA Supervisor Joe West requested authorization to apply for FTA Section 5310 grant funding for seven replacement vehicles and seven mobile radios. BOARD ADOPTED RESOLUTION #01-17 AUTHORIZING THE GRANT APPLICATION.

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

Noes: None. Absent: Eckroth; Ruetters. Motion carried.

F. Approval of Sale of Tax Default Properties, Resolution #02-17

Board Members were presented with a request from the County of Kern to sell tax-defaulted property. BOARD ADOPTED RESOLUTION #02-17 CONCURRING WITH THE SALE OF TAX-DEFAULT PROPERTY.

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

Noes: None. Absent: Eckroth; Ruetters. Motion carried.

6. BOARD BUSINESS

A. Approval of RiverLakes Ranch Park Lease Agreement, Resolution #03-17

Over the past two years, Night Terror Productions has leased land at RiverLakes Ranch Community Park to operate a haunted house and other seasonal events. Night Terror Productions desires to continue use of the land. General Manager David McArthur recommended a one year lease agreement with Night Terror Productions. AFTER DISCUSSION, THE BOARD OF DIRECTORS ADOPTED RESOLUTION #03-17 AUTHORIZING STAFF TO ENTER INTO A ONE YEAR LEASE AGREEMENT.

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

Noes: None. Absent: Eckroth; Ruetters. Motion carried.

B. Award of Bid for District Administrative Center Nursery Plant Material Contract Grow, Resolution #04-17

Park Planner/Landscape Architect Steph Sanders requested award of bid for a nursery plant material contract grow, which will insure that plants are readily available for the District Administrative Center addition. Ms. Sanders responded to Board Member inquiries. AFTER DISCUSSION, THE BOARD OF DIRECTORS ADOPTED RESOLUTION #04-17 AWARDING THE BID TO FRANTZ WHOLESALE NURSERY, LLC.

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

Noes: None. Absent: Eckroth. Motion carried.

C. Discussion Regarding FY 2016-2017 Midyear Budget

General Manager David McArthur provided Board Members with a midyear budget analysis prepared by Finance Director Monya Jameson. Due to a greater than expected FY 2015-2016 ending fund balance, several position vacancies and reduced Workers' Compensation and health insurance premiums, there are no midyear budget changes recommended by staff. Board Members were also provided with a four year budget forecast as well as a budget analysis of salaries, wages and benefit cost projections based on past actuals, the current year budget and future projections.

D. Retroactive Approval of Pedestrian Easement Inclusion in the City of Bakersfield Consolidated Maintenance District, Resolution #06-17

The addition of the Administrative Center at RiverLakes Ranch Community Park and associated parking expansion requires review and permitting from the City of Bakersfield. In order to meet American with Disabilities guidelines for pedestrian crossing, a solution has been recommended, however, will require the retroactive approval of a pedestrian easement inclusion in the City of Bakersfield Consolidated Maintenance District. Ms. Sanders responded to Board Member inquiries. AFTER DISCUSSION, BOARD MEMBERS APPROVED

RESOLUTION #06-17 RETROACTIVELY APPROVING THE PEDESTRIAN EASEMENT INCLUSION IN THE CITY OF BAKERSFIELD CONSOLIDATED MAINTENANCE DISTRICT.

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

7. STAFF REPORTS

A. General Manager Report

General Manager David McArthur complimented staff on their efforts on behalf of North of the River Recreation and Park District as demonstrated through staff reports.

B. Marketing Report

Marketing Director Lisa Plank updated Board Members regarding the rescheduling of the District's Kickball Tournament, March Meals on Wheels, the Summer Funbook, and that staff is beginning the process of seeking furniture lines, copiers and printers for the new Administrative Center.

C. Capital Improvement Projects

Park Planner/Landscape Architect Steph Sanders updated Board Members regarding projects to include the new Administrative center which is slightly behind schedule due to continued rain, the North Beardsley skatepark and the potential for a six acre park in the Coffee Road/Etchart neighborhood.

D. Financial Report

E. Personnel Report

Human Resources Director Esther Grijalva updated Board Members regarding current activity in the HR Department to include recruitment and processing of afterschool coaches and aquatics staff as well as volunteer coaches for Primary Basketball, Summer Ball and Youth Tackle Football and will be conducting a job study comparing salaries with the City of Bakersfield, Kern County as well as numerous special districts.

F. Parks Division Report

Park Superintendent Paul Anderson informed Board Members of numerous park maintenance projects to include the status of the new flooring at Rasmussen, the receipt of the Chec Maintenance plan for all park parking lots, and the installation of the Greenacres Pool heaters and in-house replacement of new filters at the NOR Pool.

G. Recreation Program Report

CTSA Quarterly Report

H. Training Report

REPORTS RECEIVED AND FILED.

8. CORRESPONDENCE

Memo – CALIFORNIA SPECIAL DISTRICT ASSOCIATION – CSDA Board of Directors calling for nominations for Seat C

9. BOARD MEMBER COMMENTS

Opportunity for the Board to comment on items not listed on the agenda
THERE WERE NO BOARD MEMBER COMMENTS.

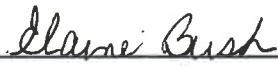
10. ADJOURNMENT


The meeting was adjourned at 6:11 p.m. to the next meeting of the Board of Directors of North of the River Recreation and Park District scheduled on March 20, 2017.

Minutes to be approved at Board Meeting held on March 20, 2017



David McArthur, General Manager



Elaine Bush, Clerk of the Board


Brooks Douglass, Vice-Chairperson