



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 19, 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

- 1. CALL TO ORDER: BOARD MEETING CONVENED BY CHAIRPERSON BOBBIE ROBERSON AT 5:30 P.M.**

- 2. ROLL CALL:**
 - BOARD MEMBERS PRESENT**
BOBBIE ROBERSON; BROOKS DOUGLASS; STEVE RUETTIGERS;
JIM ECKROTH; BOB LERUDE
 - BOARD MEMBERS ABSENT**
NONE
 - STAFF PRESENT**
PAUL ANDERSON; ELAINE BUSH; ESTHER GRIJALVA; MONYA JAMESON; ROBERT MARTIN; DAVID MCARTHUR; LISA PLANK;
STEPH SANDERS
 - LEGAL COUNSEL**
NONE
 - PUBLIC PRESENT**
BOB SNODY

- 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!

PUBLIC COMMENTS WERE RECEIVED FROM BOB SNODDY, KERN COUNCIL OF GOVERNMENTS, THANKING NOR FOR PROVIDING AN IMPORTANT AND CRITICAL SERVICE THROUGH THE CTSA PROGRAM, WHICH, HE STATED IS ONE OF THE BEST TRANSIT SYSTEMS IN BAKERSFIELD.

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

B. Approval of Minutes from the Board of Directors' Regular Meeting Held May 15, 2017

Request by Clerk of the Board of Directors to approve the minutes from the May 15, 2017 Board Meeting. BOARD APPROVED MINUTES.

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

C. 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.

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

D. Adoption of FY 2017-2018 Preliminary Appropriation Limit, Resolution #16-17

Finance Director Monya Jameson requested adoption of Resolution #16-17 approving the FY 2017-2018 Preliminary Appropriation Limit. BOARD ADOPTED RESOLUTION #16-17 APPROVING THE FY 2017-2018 PRELIMINARY APPROPRIATION LIMIT.

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

E. Approval of Revisions to Policy 7-101, Illness and Injury Prevention Program, and Policy 7-102, Procedures for Heat Illness Prevention, Resolution #17-17

Staff requested approval of Resolution #17-17 approving revisions to Policy 7-101, Illness and Injury Prevention Program, and Policy 7-102, Procedures for Heat Illness Prevention. BOARD ADOPTED RESOLUTION #17-17 APPROVING THE REVISIONS.

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

F. Approval of Change Orders for District Administrative Office at RiverLakes, Resolution #23-17

Park Planner/Landscape Architect Steph Sanders requested adoption of Resolution #23-17 approving change orders for the District Administrative Office at RiverLakes related to revised seismic separation material between the existing

structure and new building. BOARD ADOPTED RESOLUTION #23-17 APPROVING THE CHANGE ORDERS.

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

Noes: None. Absent: None.

G. Award of Bid for Cat6 Cabling Materials and Installation at District Administrative Office at RiverLakes, Resolution #24-17

Park Planner/Landscape Architect Steph Sanders requested adoption of Resolution #24-17 awarding bid for Cat6 cabling materials and installation at the District Administrative Office at RiverLakes. BOARD ADOPTED RESOLUTION #24-17 AWARDING THE BID.

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

Noes: None. Absent: None.

6. PUBLIC HEARING

A. Public Hearing and Approval of FY 2017-2018 Chevron North Meadows Assessments, Resolution #21-17

Park Planner/Landscape Architect Steph Sanders provided a report requesting that the Board allow fees to be assessed in the Chevron North Meadows Maintenance District. Chairperson Bobbie Roberson then opened the public hearing. No comments were received from the public. The hearing was closed. BOARD ADOPTED RESOLUTION #21-17 AUTHORIZING AN INCREASE IN FEES TO BE ASSESSED IN THE CHEVRON NORTH MEADOWS MAINTENANCE DISTRICT TO REFLECT THE FY 2017-2018 CONSUMER PRICE INDEX (CPI) ADJUSTMENT.

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

Noes: None. Absent: None.

B. Public Hearing and Approval of FY 2017-2018 NOR Park Maintenance Assessments, Resolution #22-17

Park Planner/Landscape Architect Steph Sanders provided a report requesting that the Board allow fees to be assessed in the NOR Park Maintenance District. Chairperson Bobbie Roberson then opened the public hearing. No comments were received from the public. The hearing was closed. BOARD ADOPTED RESOLUTION #22-17 AUTHORIZING AN INCREASE IN FEES TO BE ASSESSED IN THE NOR PARK MAINTENANCE DISTRICT TO REFLECT THE FY 2017-2018 CONSUMER PRICE INDEX (CPI) ADJUSTMENT.

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

Noes: None. Absent: None.

7. BOARD BUSINESS

A. Adoption of FY 2017-2018 Preliminary Operating Budget and Setting of Date for Public Hearing and Adoption of Final Operating Budget, Resolution #25-17

Referencing the FY 2017-2018 Preliminary Operating Budget document provided to Board Members, Finance Director Monya Jameson presented an overview of the FY 2017-2018 preliminary budget. Highlights of the presentation included

the General Manager overview; graphs illustrating proposed revenues and expenses, previous year budget comparisons and District assessed valuation, property tax revenue and the fund balance.

Board Members were directed to the 2017-2018 preliminary operating funds budget summary as well as a budget breakdown by department. Members were also directed to the listing of proposed capital equipment, capital maintenance requests as well as the level of service program which provides a listing of all NOR programs and fees/costs associated with the programs. The District salary schedules were included within the document and were updated to reflect the minimum wage increase.

STAFF RESPONDED TO BOARD MEMBER INQUIRIES, AFTER WHICH THE BOARD ADOPTED RESOLUTION #25-17 APPROVING THE FY2017-2018 PRELIMINARY BUDGET AND SETTING THE DATE FOR PUBLIC HEARING FOR JULY 17, 2017 AT 5:30 P.M. AT THE DISTRICT ADMINISTRATIVE CENTER FOR CONSIDERATION OF FINAL ADOPTION.

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

B. Adoption of FY 2017-2018 Preliminary Capital Improvement Budget and Setting of Date for Public Hearing and Adoption of Final Capital Improvement Budget, Resolution #26-17

Finance Director Monya Jameson presented the FY 2017-2018 Capital Improvement Projects and revenues and expenses related to these projects and responded to Board Member inquiries. BOARD THEN ADOPTED RESOLUTION #26-17 APPROVING THE FY2017-2018 PRELIMINARY CAPITAL IMPROVEMENT BUDGET AND SETTING THE DATE FOR PUBLIC HEARING FOR JULY 17, 2017 AT 5:30 P.M. AT THE DISTRICT ADMINISTRATIVE CENTER FOR CONSIDERATION OF FINAL ADOPTION.

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

C. Extension and Approval of Vaughn Water Easement at North Rosedale Park, Resolution #27-17

Park Planner/Landscape Architect Steph Sanders informed Board Members that Vaughn Water Company has a water main supplying both Rosedale North Elementary School and North Rosedale Park. The well, used for municipal water, has been inactive for many years but is still part of the water service system for the park. Modifications to the school site, including a fire lane, are prompting removal of the well and will require the extension and approval of a Vaughn Water Company easement at North Rosedale Park. As part of the modifications, the District will receive a new irrigation booster pump. BOARD ADOPTED RESOLUTION #27-17 APPROVING THE EXTENTION AND APPROVAL OF THE EASEMENT.

Douglass-Lerude: Ayes: Roberson; Douglass; Ruetters; Eckroth; Lerude.
Noes: None. Absent: None.

8. STAFF REPORTS

A. General Manager Report

B. Marketing Report

Marketing Director Lisa Plank reported on last weekend's Operation Just Keep Swimming event at the NOR Pool; notified members that the District received a check from Subaru in the amount of \$35,000 for the Meals on Wheels Program and that the program has been chosen as their local charity for this year and next year as well.

C. Capital Improvement Projects

Park Planner/Landscape Architect Steph Sanders provided slides of the progress being made at the new Administrative Offices.

D. Financial Report

Finance Director Monya Jameson reported that she has had the great opportunity to work at the Rasmussen Center while recruitment efforts to fill the supervisor job are underway.

E. Personnel Report

Human Resources Director Esther Grijalva stated that with ten jobs being advertised over the last month, their office has been very busy. Ms. Grijalva also informed Board Members that the District is participating in Kern High School District's summer youth program and has five students working in various areas of the District.

F. Parks Division Report

Park Superintendent Paul Anderson informed Board Members that the rehabilitation of the Fruitvale Norris west parking lot and the Almondale parking lot is currently underway and a new pump will be installed at Almondale soon; also that the District received an award from CAPRI recognizing the District's commitment to safety and loss control.

G. Recreation Program Report

H. Training Report

REPORTS RECEIVED AND FILED.

9. CORRESPONDENCE

Letter from Kern Community Tennis Association requesting consideration of placing tennis courts at RiverLakes Ranch Community Center.

10. BOARD MEMBER COMMENTS

BOB LERUDE thanked staff for training information.

BROOKS DOUGLASS expressed appreciation for the great job on the budget document.

JIM ECKROTH thanked staff for the work on the budget.

STEVE RUETTIGERS inquired regarding the use of the steam weeding unit listed in the proposed Capital Equipment listing.


11. ADJOURNMENT

The meeting was adjourned at 6:25 p.m. to the next meeting of the Board of Directors of North of the River Recreation and Park District scheduled on July 17, 2017

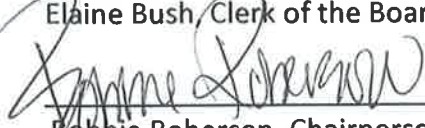
Minutes to be approved at Board
Meeting held on July 17, 2017



David McArthur, General Manager



Elaine Bush, Clerk of the Board



Bobbie Roberson, Chairperson