



North of the River

recreation and park district

**NORTH OF THE RIVER RECREATION AND PARK DISTRICT
BOARD OF DIRECTORS' REGULAR MEETING
3825 RIVERLAKES DRIVE, BAKERSFIELD, CALIFORNIA 93312
MONDAY, APRIL 16, 2018, 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 VICE-CHAIRPERSON
BROOKS DOUGLASS AT 5:30 P.M.**

2. ROLL CALL:

BOARD MEMBERS PRESENT
BROOKS DOUGLASS; STEVE RUETTIGERS; JIM ECKROTH;
BOB LERUDE

BOARD MEMBERS ABSENT
BOBBIE ROBERSON

STAFF PRESENT
PAUL ANDERSON; ELAINE BUSH; ESTHER GRIJALVA;
JOSH HERRBOLDT; MONYA JAMESON; DAVID MCARTHUR;
STEPH SANDERS; JOE WEST

LEGAL COUNSEL
NONE

PUBLIC PRESENT
CLARE NELSON; MARIA CASILLAS;
IVAN GAMINO; VICTORIA DORSAY

3. FLAG SALUTE: Vice-Chairperson Brooks Douglass 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.

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

Noes: None. Absent: Roberson. Motion carried.

B. Approval of Minutes from the Board of Directors' Regular Meeting Held March 19, 2018

Request by Clerk of the Board of Directors to approve the minutes from the March 19, 2018 Board Meeting. BOARD APPROVED MINUTES.

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

Noes: None. Absent: Roberson. Motion carried.

C. Ratification of Bill Exceeding Policy Limit

Accounts Payable Clerk Tammy Sturtevant requested ratification of a bill exceeding policy limit related to payment to CAPRI for the FY 2017-2018 third quarter annual contribution for workers' compensation coverage. BOARD RATIFIED BILL EXCEEDING POLICY LIMIT.

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

Noes: None. Absent: Roberson. Motion carried.

D. 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.

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

Noes: None. Absent: Roberson. Motion carried.

6. PUBLIC HEARING

A. Public Hearing Regarding Unmet Transit Needs, Resolution #12-18

The hearing was opened by Vice-Chairperson Douglass. No public comments were received. The hearing was then closed. BOARD ADOPTED RESOLUTION #12-18 RESOLVING THAT THERE WERE NO UNMET TRANSIT NEEDS RECEIVED AND THAT THESE FINDINGS WILL BE FORWARDED TO THE KERN COUNCIL OF GOVERNMENTS.

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

Noes: None. Absent: Roberson. Motion carried.

7. BOARD BUSINESS

A. Presentation of the Annual Audit by R.J. Ricciardi, Inc.

At the February Board Meeting, Auditor Michael O'Conner from R.J. Ricciardi, Inc presented the annual audit to Board Members, providing a "draft" copy of the audit document at that time. At tonight's meeting, Finance Director Monya Jameson provided a copy of the District's final audit for fiscal year ending June 30, 2017. Ms. Jameson responded to Board Member inquiries. AFTER DISCUSSION, BOARD MEMBERS VOTED TO RECEIVE AND FILE THE AUDIT.

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

Noes: None. Absent: Roberson. Motion carried.

B. Discussion and Direction Regarding Chevron North Meadows Assessments

The North Meadows Assessments engineer's report prepared in 2005 included language to facilitate adjustments made after FY 2006-2007 based on the California Consumer Price Index (CPI). Staff has received information that the CPI for FY 2018-2019 will increase by 3.5%. Given the current status of the Chevron North Meadows Assessment funding and considering improvements planned for the area in the upcoming year, staff recommends a 1.5% increase to the assessments for FY 2018-2019. Park Planner/Landscape Architect Steph Sanders responded to Board Member inquiries. AFTER DISCUSSION, BOARD GAVE DIRECTION TO MOVE FORWARD WITH THE RECOMMENDATION.

C. Discussion and Direction Regarding NOR Park Maintenance District

Again, the engineer's report prepared in 2006 for the NOR Park Maintenance District provides for adjustments based on the Consumer Price Index (CPI). The NOR Park Maintenance District was established to set aside funds to assist with park maintenance costs created by new development within the District. Staff recommends a 3.5% increase to the NOR Park Maintenance District assessments. AFTER DISCUSSION, BOARD GAVE DIRECTION TO MOVE FORWARD WITH THE RECOMMENDATION.

D. Delegation of General Manager Authority to Declare Emergency Contracting Procedures, Resolution #13-18

North of the River Recreation and Park District is required to request competitive bidding for new construction, alterations, maintenance or repairs in excess of \$25,000. Should an emergency arise that threatens the health, safety and/or welfare of District constituents, the District needs to have on file a resolution or ordinance of the Board of Directors delegating the General Manager to declare emergency contracting procedures to resolve the emergency in a timely manner.

8. BOARD BUSINESS (Continued)

AFTER DISCUSSION RELATED TO THIS ISSUE, THE BOARD ADOPTED RESOLUTION #13-18 ADDING LANGUAGE THAT THE GENERAL MANAGER WOULD, IN GOOD FAITH, ATTEMPT TO CONSULT WITH DISTRICT LEGAL COUNSEL REGARDING THE EMERGENCY AND THAT THERE BE A THRESHOLD LIMIT OF \$500,000.

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

Noes: None. Absent: Roberson. Motion carried.

E. Approval of Easement to Kern County Fire Department at Fruitvale Norris Park, Resolution #14-18

Park Planner/Landscape Architect Steph Sanders requested adoption of Resolution #14-18 approving an easement for the Kern County Fire Department to accommodate a larger exit area at Fire Station 61 located adjacent to Fruitvale Norris Park. BOARD ADOPTED RESOLUTION #14-18 APPROVING THE EASEMENT.

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

Noes: None. Absent: Roberson. Motion carried.

F. Capital Improvement Projects Workshop

Park Planner/Landscape Architect Steph Sanders facilitated the Capital Improvement Workshop providing current year accomplishments to include:

- Construction of NOR Administrative Complex complete
- Landscaping underway at RiverLakes
- Skate Park project at North Beardsley commenced
- Nord Road property acquired through tax-default
- Galaxy Avenue office demolition complete
- Greenacres pool bleachers and shade structures (currently)
- New water meter and booster pump at North Rosedale Park

Ms. Sanders provided fund historical data 2009-2017 for Quimby Fees, paid when a tract map is recorded for houses; and Development Fees, paid when a building permit for a residential structure is pulled, as well as 10 year projections for these funding sources.

The FY 2018-2019 Capital Improvement Plan was presented. Some projects will be in various stages of planning and development while it is anticipated that the following projects will be completed by year end or shortly thereafter:

- Emerald Cove Tennis/Pickball Courts
- Madison Grove Multi-Purpose Field Lighting
- Standard Park Irrigation Renovation
- Standard Park Multi-Purpose Field Lighting

The 2020-2030 Master Plan will be in development over the next three years. NOR Board Members, staff and the public will be invited to participate in this process.

9. STAFF REPORTS

A. General Manager Report

General Manager David McArthur complimented staff on the job they are doing.

B. Marketing Report

C. Capital Improvement Projects

Park Planner/Landscape Architect Steph Sanders provided additional information related to the Capital Maintenance five year review and invited Board Members to participate in the process. Ms. Sanders also informed Board Members that staff is in the process of streamlining the bid process and provided an update regarding the Nord site.

D. Financial Report

Finance Director Monya Jameson provided a “key” in locating department purchases on the monthly voucher list of bills provided to Board Members. Ms. Jameson also informed Board Members of an upcoming asset management project and noted that the District is seeing an impact with the minimum wage increase to its budget.

E. Personnel Report

Human Resources Director Esther Grijalva updated Board Members regarding current open recruitments.

F. Parks Division Report

Parks Superintendent Paul Anderson informed Board Members of current projects underway by Parks Staff related to the RiverLakes landscaping, various irrigation checks, Riverview re-roof project; and squirrel issues at NOR parks. Mr. Anderson also announced that staff will be conducting a Capital Maintenance five year review this week.

G. Recreation Program Report

H. Training Report

REPORTS RECEIVED AND FILED

10. CORRESPONDENCE

THERE WAS NO CORRESPONDENCE

11. BOARD MEMBER COMMENTS

JIM ECKROTH stated that the Capital Improvement Projects presentation was great.


STEVE RUETTGERs informed staff that he attended a meeting at which staff from the City of Bakersfield was very complimentary of NOR staff. Mr. Ruetters also heard from two members of the public regarding the District website listing of the new administrative complex address and a comment from an Oildale resident that with the demolition of the Galaxy Avenue office, she did not have a place to pay and sign up for NOR programs. Staff will make efforts to ensure that the Riverview Office in Oildale is marketed as a registration location.

BROOKS DOUGLASS stated that he enjoyed the dialog going on at tonight’s meeting and complimented Ms. Sanders on the Capital Improvement Projects presentation.

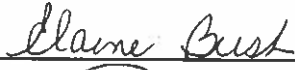
12. ADJOURNMENT

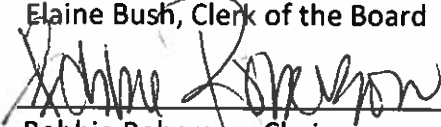
The meeting was adjourned at 7:06 p.m. to the next meeting of the Board of Directors of North of the River Recreation and Park District scheduled on May 14, 2018.

Minutes to be approved at Board
Meeting held on May 14, 2018.



David McArthur, General Manager
Roberson, Chairperson



Elaine Bush, Clerk of the Board


Bobbie Roberson, Chairperson