



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, CA 93312
MONDAY, JULY 19 2021, 5:30 P.M.
MEETING CONDUCTED VIA WEBEX**

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.

1. CALL TO ORDER: BOARD MEETING CONVENED BY CHAIRPERSON STEVE RUETTGERS AT 5:31 P.M.

2. ROLL CALL: BOARD MEMBERS PRESENT

DONNA CLOPTON; JAMES NABORS;
STEVE RUETTGERS

BOARD MEMBERS ABSENT

BROOKS DOUGLASS; JIM ECKROTH

STAFF PRESENT

RACHEAL GARCIA; ESTHER GRIJALVA; LISA PLANK;
ROBERT MARTIN; SONIA QUILL;
STEPH THISIUS-SANDERS; BETH VAGLE

LEGAL COUNSEL

NONE

PUBLIC PRESENT

NONE

3. FLAG SALUTE: Chairperson Steve Ruetters 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!

NO PUBLIC COMMENT

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.

Nabors; Clopton: Ayes: Clopton; Nabors; Ruetters.

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

B. Approval of Minutes from the Board of Directors' Regular Meeting Held May 17, 2021

Request by Clerk of the Board of Directors to approve the minutes from the May 17, 2021 Regular Board Meeting. BOARD APPROVED MINUTES.

Nabors; Clopton: Ayes: Clopton; Nabors; Ruetters.

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

C. Receive and File Bills and Invoice

A monthly voucher list of bills submitted for payment during the previous two months was provided to Board Members for review, comment and filing. BOARD RECEIVED AND FILED BILLS AND INVOICES.

Nabors; Clopton: Ayes: Clopton; Nabors; Ruetters.

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

D. Approval of Bills Exceeding Policy Limit

Accounts Payable Clerk Tammy Sturtevant requested approval of the bills exceeding policy limit related to CalPers Annual Lump Sum Amount for FY 20/21, CAPRI First Quarter of the Annual Contribution for Workers' Comp and CAPRI First Half of the Annual Contribution for Property and Liability Coverage.

Nabors; Clopton: Ayes: Clopton; Nabors; Ruetters.

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

6. BOARD BUSINESS

A. Award of Contract for Weekly Uniform and Facility Custodial Supply Rental, Resolution #14-21

General Manager Monya Jameson requested approval of Resolution #14-21 awarding the uniform and custodial supply rental to Unifirst Holdings, Inc. Staff contacted local uniform vendors for comparison with the existing rental contract and determined the most qualified service and product vendor was Unifirst Holdings, Inc with an approximate weekly cost of \$610. BOARD ADOPTED RESOLUTION #14-21 AWARDING THE CONTRACT.

Nabors; Clopton: Ayes: Clopton; Nabors; Ruetters.

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

B. Approval of Agreement with Standard School District to Provide an After-School Safety and Education Program, Resolution #15-21

General Manager Monya Jameson requested Board approval of an agreement with Standard School District in which North of the River Recreation and Park

District would assist with managing the school district's afterschool education program at four sites, benefitting both agencies through joint use of staff and resources. BOARD ADOPTED RESOLUTION #15-21 APPROVING THE AGREEMENT WITH STANDARD SCHOOL DISTRICT.

Nabors; Clopton: Ayes: Clopton; Nabors; Ruetters.

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

C. Title III-C Nutrition Services Agreement, Resolution #16-21

Staff requested approval of an agreement with the County of Kern Aging and Adult Services to provide FY 2021-2022 nutrition services for elderly persons. BOARD ADOPTED RESOLUTION #16-21 APPROVING THE TITLE III-C NUTRITION SERVICES AGREEMENT.

Nabors; Clopton: Ayes: Clopton; Nabors; Ruetters.

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

D. Continuing Video Conference Board Meetings through September 30, 2021 vs. Returning to "In Person" Board Meetings, Resolution # 17-21

General Manager Monya Jameson reported that on June 11, 2021 the Governor of California issued Executive Order N-08-21 which withdrew Order N-29-20 authorizing Board Members to continue holding virtual meetings until September 30, 2021, or return to in person meetings. AFTER DISCUSSION, BOARD HAS DETERMINED TO CONTINUE WITH VIDEO CONFERENCE BOARD MEETINGS THROUGH SEPTEMBER 30, 2021.

Nabors; Clopton: Ayes: Clopton; Nabors; Ruetters.

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

E. Adoption of FY 2021-2022 Preliminary Appropriation Limit and Setting the Date for Public Hearing and Adoption of Final Appropriation Limit, Resolution #18-21

General Manager Monya Jameson requested approval of Resolution #18-21 approving the FY 2021-2022 Preliminary Appropriation Limit and setting the date for the adoption of the Final Appropriation Limit. BOARD ADOPTED RESOLUTION #18-21 APPROVING THE FY 2021-2022 PRELIMINARY APPROPRIATION LIMIT AND SETTING THE PUBLIC HEARING DATE FOR AUGUST 16, 2021 VIA WEBEX.

Clopton; Nabors: Ayes: Clopton; Nabors; Ruetters.

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

F. Adoption of FY 2021-2022 Preliminary Operating Budget and Setting the Date for Public Hearing and Adoption of Final Operating Budget, Resolution #19-21

Referencing the FY 2021-2022 Preliminary Operating Budget document provided to Board Members, General Manager Monya Jameson discussed items of interest and significance included in the budget. The prepared budget takes into consideration the minimal program and rental activity, assessed valuation of residential and commercial properties projected increase and mineral assessed valuation projected decrease. Also discussed was a minimum wage increase from \$14 to \$15 per hour, the decrease in workers' compensation insurance and increase in liability premiums due to the increase in natural disasters and claims

worldwide. AFTER DISCUSSION, BOARD ADOPTED RESOLUTION #19-21 APPROVING THE FY 2021-2022 PRELIMINARY OPERATING BUDGET AND SETTING THE PUBLIC HEARING DATE FOR AUGUST 16, 2021 VIA WEBEX.

Nabors; Clopton: Ayes: Clopton; Nabors; Ruetters.

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

G. Adoption of FY 2021-2022 Preliminary Capital Improvement Budget and Setting the Date for Public Hearing and Adoption of Final Capital Improvement Budget, Resolution #20-21

Board Members were provided with the FY 2021-2022 Preliminary Capital Improvement Budget which includes a Capital Equipment budget for new park equipment and a Major Maintenance Budget for improvements at, various existing parks and facilities. Also included is planning and development for the NOR Pool, the District Master Plan and Standard via Prop. 68 grant and Stockdale River Ranch parks. AFTER DISCUSSION, BOARD ADOPTED RESOLUTION #20-21 APPROVING THE FY 2021-2022 PRELIMINARY CAPITAL IMPROVEMENT BUDGET AND SETTING THE PUBLIC HEARING DATE FOR AUGUST 16, 2021 VIA WEBEX.

Nabors; Clopton: Ayes: Clopton; Nabors; Ruetters.

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

H. Approval of CTSA TDA Claim, Resolution #21-21

Staff requested approval of the FY 2021-2022 Claims for funds to operate the CTSA program based upon estimates from the Kern Council of Governments who distributes monies designated for the CTSA. Due to the current open RFP for the program, the District will transfer remaining funds to the agency upon transfer of responsibility of program. BOARD ADOPTED RESOLUTION #21-21 APPROVING THE CTSA TDA CLAIM.

Nabors; Clopton: Ayes: Clopton; Nabors; Ruetters.

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

7. STAFF REPORTS

A. General Manager Report

General Manager Monya Jameson reported that the District made the decision to issue a press release stating Fall After School Sports would be postponed due the lack of response for administration and personnel staff. After the press release, staff was contacted by i-9 sports to join a partnership to offer Fall After School Flag Football and Volleyball. Participants attending the same school will be placed on a team together and a practice and game will be held each Saturday.

B. Marketing Report

Marketing Director Lisa Plank reported the District will resume production of the Funbook. A modified book will be provided for Adult Sports and a Fall Funbook will be provided for activities in October through December. Ms. Plank reported that radio advertisements are being ran for District activities and job openings. Ms. Plank informed the Board that the Kern County Public Health Department will be placing signage at District parks for a vaccination campaign. The District is

not taking a vaccine position, therefore community questions should be directed to the Kern County Public Health Department

C. Capital Improvement Projects

Park Planner/Landscape Architect Steph Thisius-Sanders reported that staff reviewed the current maintenance contract with legal council to include updated verbiage regarding prevailing wage when working with contractors. Ms. Thisius-Sanders reported that the development fee coalition group meetings are running smoothly and methodically forward. The group is planning to meet with the County in the next couple of months. Ms. Thisius-Sanders informed the board that in early July, the Prop 68 Statewide Park Program contacted staff to request a site visit to clarify questions regarding the grant application. While this does not guarantee that the District will receive the grant, it is positive movement. Ms. Thisius-Sanders also reported that insurance requested a camera scope of the main drain and pool inlets be completed. A report will be provided to the insurance and the District will receive further direction. Ms. Thisius-Sanders informed the Board that staff is currently not allowed to go in or out of the Riverview Maintenance Shop. Multiple kit foxes have made that their home. California Department of Fish and Wildlife and US Department of Fish and Wildlife have been contacted to determine how to mitigate the impact to the kit fox.

D. Financial Report

No Report

E. Personnel Report

Human Resources Manager Esther Grijalva reported the District has seven open positions including Custodian, Groundskeeper, Office Clerk, Sub Ranger, Home Delivery Drivers, Recreation Leaders and Explore Program Leaders. Ms. Grijalva requested Board Members and staff share and get the word out.

F. Parks Division Report

Superintendent of Parks and Facilities Mike Evans introduced himself to the Board and commented that what the District offers the community is what brought him here. Mr. Evans hopes to produce a safety-first team atmosphere where staff takes pride in what the District does. Mr. Evans reported that site assessments will be completed to determine short and long-term maintenance needs.

G. Recreation Program Report

General Manager Monya Jameson reported the multiple Summer Activities which included Youth Adventure Camp, Tot Camp, Sports Camp, Youth and Adult Tennis, Tot Soccer, Tot T-Ball, Tot Olympics, Swim Lessons and Adult Softball. Upcoming Fall Activities that will be offered include Youth and Adult Tennis, Tot Flag Football, Tot Basketball, Adult Volleyball, Adult Basketball, Adult Softball, Adult Indoor Soccer, Neighborhood Place, Co-Op Preschools and the Annual Fall Festival.

H. Training Report

REPORTS RECEIVED AND FILED.

I. Committee

1. CTSA Program Review
No Report

8. CORRESPONDENCE

Board Members were provided with the CAPRI Cycle XVII District Visit report for review.

9. BOARD MEMBER COMMENTS

Opportunity for the Board to comment on items not listed on the agenda

DONNA CLOPTON – No Comment


JAMES NABORS commented he was happy to be a part of the Board. Mr. Nabors' family has utilized District facilities and participated in District activities.

STEVE RUETTGERS thanked Board Members and Staff for participating in the meeting.


10. ADJOURNMENT

The meeting was adjourned at 6:16 p.m. to the next meeting of the Board of Directors of North of the River Recreation and Park District scheduled on August 16, 2021.

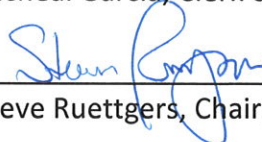
Minutes to be approved at Board Meeting held on August 16, 2021



Monya Jameson, General Manager



Racheal Garcia, Clerk of the Board



Steve Ruettgers, Chairperson