



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, DECEMBER 16, 2019, 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 BROOKS DOUGLASS AT 5:30 P.M.**
- 2. ROLL CALL:**
 - BOARD MEMBERS PRESENT**
BROOKS DOUGLASS; JIM ECKROTH; BOB LERUDE;
STEVE RUETTIGERS; BOBBIE ROBERSON ARRIVED AT 5:33 P.M.
 - BOARD MEMBERS ABSENT**
 - STAFF PRESENT**
PAUL ANDERSON; RACHEAL GARCIA; ESTHER GRIJALVA;
MONYA JAMESON; RYAN LAFEBRE; ROBERT MARTIN;
WAYNE MCARTHUR; WESLEY MICHAEL; LISA PLANK
 - LEGAL COUNSEL**
NONE
 - PUBLIC PRESENT**
DAVE MCARTHUR; ETHIN YOUNG
- 3. FLAG SALUTE:** Eagle Scout Ethin Young 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!

 - A. Almondale and Emerald Cove Eagle Scout Project Presentation – Troop 47**

Eagle Scout Ethin Young presented a slideshow containing before and after photos of the horse shoe pits at Almondale and Emerald Cove. Board Chairperson Brooks Douglass thanked Mr. Young for the great job done.

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; Eckroth; Lerude; Roberson; Ruettgers.
Noes: None. Absent: None. Motion carried.**

B. Approval of Minutes from the Board of Directors' Regular Meeting Held November 18, 2019

Request by Clerk of the Board of Directors to approve the minutes from the November 18, 2019 Board Meeting. BOARD APPROVED MINUTES.

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

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

D. Approval of Bills Exceeding Policy Limit

Accounts Payable Clerk Tammy Sturtevant requested approval of bills exceeding policy limit related to the third quarter payment for Worker's Compensation Coverage, the second half of the Annual Property and Liability Coverage and the Westamerica Bank Lease Agreement for Riverlakes Community Center. BOARD APPROVED BILLS EXCEEDUNG POLICY LIMIT.

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

E. Approval of 2020 District Holiday Schedule

General Manager Monya Jameson requested approval of the 2020 District Holiday Schedule. BOARD APPROVED THE 2020 DISTRICT HOLIDAY SCHEDULE.

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

6. BOARD BUSINESS

A. Election of Officers

A motion was made by Steve Ruettgers, seconded by Jim Eckroth to nominate Brooks Douglass as 2020 Chairperson

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

A. Election of Officers (Continued)

A motion was made by Steve Ruetters, seconded by Jim Eckroth to nominate Bob Lerude as 2020 Vice-Chairperson.

**Ruetters; Eckroth: Ayes: Douglass; Eckroth; Lerude; Roberson; Ruetters.
Noes: None. Absent: None. Motion carried.**

B. Discussion and Direction for Employee Salary Adjustment, Resolution #38-19

General Manager Monya Jameson provided a financial update related to the FY 2019-2020 Budget. Based on the status of the budget, staff recommends a two percent one-time salary adjustment for full time and regular part-time employees. This increase is for a six month period only (July-December) and will not be added to the employee's base salary. Staff responded to Board Inquiries. AFTER DISCUSSION, THE BOARD ADOPTED RESOLUTION #38-19 AUTHORIZING A TRANSFER OF FUNDS TO PROVIDE A ONE TIME SALARY ADJUSTMENT FOR FULL TIME AND REGULAR PART-TIME EMPLOYEES, SUCH ADJUSTMENT NOT INCREASING THE EMPLOYEE'S SALARY BASE.

**Eckroth; Ruetters: Ayes: Douglass; Eckroth; Lerude; Roberson; Ruetters.
Noes: None. Absent: None. Motion carried.**

C. Approval of Lease Agreement for New Vehicle, Resolution #39-19

Park Superintendent Paul Anderson requested adoption of Resolution #39-19 approving the lease of a Service Body Truck for District use. The proposed leased vehicle is replacing a twenty-year old vehicle which will improve efficiency and safety in the maintenance fleet. AFTER DISCUSSION, THE BOARD ADOPTED RESOLUTION #39-19 APPROVING THE LEASE OF A 2019 RAM 3500 SERVICE BODY TRUCK FOR DISTRICT USE.

**Lerude; Roberson: Ayes: Douglass; Eckroth; Lerude; Roberson; Ruetters.
Noes: None. Absent: None. Motion carried.**

7. STAFF REPORTS

A. General Manager Report

General Manager Monya Jameson informed the Board that she recently met with Kern County General Services to discuss a partnership with the Kern County Rangers and the District Rangers. The Kern County Rangers have policing powers and can assist at NOR Parks when law enforcement is unavailable. In exchange, the District Rangers will walk the perimeter of the Veteran's Hall each day removing hazardous items and noting any clean up that needs immediate attention.

B. Marketing Report

Marketing Director Lisa Plank reported that the 47th Annual Christmas Parade had great attendance and thanked the Board Members that participated. The Grand Marshall was a Veteran that participates in activities at Rasmussen Senior Center. Ms. Plank reported the status of the Spring Fun Book, the year-end website updates and the *Love Your Park* Campaign which will take place at Standard Park in January. Ms. Plank thanked the Board for the opportunity to attend the LERN conference which offered many tools to serve the community.

C. Capital Improvement Projects – No Report

D. Financial Report

Finance Director Wayne McArthur reported that audit is complete and ready to be distributed. Mr. McArthur informed the Board that the CTSA and Aging and Adult Audits are due in the next few months.

E. Personnel Report

Human Resources Manager Esther Grijalva informed the Board that their office has been busy hiring for coaches, officials and scorekeepers for the After School Basketball Program. Ms. Grijalva reported that she is currently working on the minimum wage increase that becomes effective January 1, 2020.

F. Parks Division Report

Parks Superintendent Paul Anderson reported Ethin Young's Eagle Scout Project was one of four projects completed in 2019. Another recent project resulted in the painting of the Emerald Cove Restrooms using standard District color. Mr. Anderson also informed the Board that a fencing contractor added expanded metal fencing at Fruitvale Norris to reduce theft and vandalism.

G. Recreation Program Report

1. CTSA FY 2019-2020 First Quarter Report
REPORT RECEIVED AND FILED

H. Training Report

REPORTS RECEIVED AND FILED

8. CORRESPONDENCE

NO CORRESPONDENCE

9. BOARD MEMBER COMMENTS

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

BOB LERUDE enjoyed the Christmas Parade, commenting on the attendance and the great job done.

BOBBIE ROBERSON commented she was sad she missed the Christmas Parade.

JIM ECKROTH thanked everyone involved in the Christmas Parade, commenting on the great attendance.

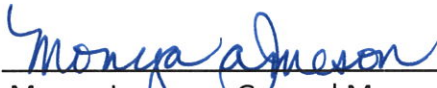
STEVE RUETTIGERS – No Comment

BROOKS DOUGLASS commented the parade is a great event for the community and apologized for not participating due to a prior commitment. Chairperson Douglass presented Bobbie Roberson with an engraved vase with a flower arrangement and thanked her on behalf of NOR for her many years of service to the Board.


10. ADJOURNMENT

The meeting was adjourned at 6:02 p.m. to the next meeting of the Board of Directors of North of the River Recreation and Park District scheduled on January 21, 2020.

Minutes to be approved at Board
Meeting held on January 21, 2020


Monya Jameson, General Manager


Racheal Garcia, Clerk of the Board


Brooks Douglass, Chairperson