



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, MARCH 16, 2020, 6:00 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 6:01 P.M.**
- 2. ROLL CALL:**
 - BOARD MEMBERS PRESENT**
DONNA CLOPTON; BROOKS DOUGLASS; JIM ECKROTH;
BOB LERUDE; STEVE RUETTIGERS
 - BOARD MEMBERS ABSENT**
NONE
 - STAFF PRESENT**
RACHEAL GARCIA; ESTHER GRIJALVA; MONYA JAMESON;
WAYNE MCARTHUR LEFT AT 6:08; LISA PLANK; STEPH SANDERS
 - LEGAL COUNSEL**
NONE
 - PUBLIC PRESENT**
NONE
- 3. FLAG SALUTE:** 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!

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

B. Approval of Minutes from the Board of Directors' Special Meeting Held February 10, 2020

Request by Clerk of the Board of Directors to approve the minutes from the February 10, 2020 Special Board Meeting. BOARD APPROVED MINUTES.

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

C. Approval of Minutes from the Board of Directors' Regular Meeting Held February 18, 2020

Request by Clerk of the Board of Directors to approve the minutes from the February 18, 2020 Board Meeting. BOARD APPROVED MINUTES.

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

D. Approval of Minutes from the Board of Directors' Special Meeting Held February 20, 2020

Request by Clerk of the Board of Directors to approve the minutes from the February 20, 2020 Special Board Meeting. BOARD APPROVED MINUTES.

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

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

F. Approval of Bills Exceeding Policy Limit

Accounts Payable Clerk Tammy Sturtevant requested approval of the bill exceeding policy limit related to the fourth quarter of the annual contribution for Worker's Compensation Fiscal Year July 1, 2019 to June 30, 2020. BOARD APPROVED BILLS EXCEEDUNG POLICY LIMIT.

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

6. BOARD BUSINESS

A. Approval of Lease Agreement with Community Action Partnership of Kern (WillowTree), Resolution #04-20

General Manager Monya Jameson requested adoption of Resolution #04-20 approving the lease agreement with Community Action Partnership of Kern (CAPK). CAPK, who offers children's programs and day care, has been leasing the WillowTree facility for the past ten (10) years and desires to renew the lease for an additional five (5) years. Staff responded to Board inquiries. AFTER DISCUSSION, THE BOARD ADOPTED RESOLUTION #04-20 APPROVING THE LEASE AGREEMENT WITH COMMUNITY ACTION PARTNERSHIP OF KERN.

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

B. Approval of Agreement with First 5 Kern to Provide Neighborhood Place Program at Riverview Community Center, Resolution #05-20

Finance Director Wayne McArthur requested adoption of Resolution #05-20 approving the agreement with Kern County Children and Families Commission to provide school readiness, parent education and supportive services. The agreement will provide funding to provide services for a five-year period. Staff responded to Board inquiries. AFTER DISCUSSION, THE BOARD ADOPTED RESOLUTION #05-20 APPROVING THE AGREEMENT WITH KERN COUNTY CHILDREN AND FAMILIES COMMISSION.

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

C. COVID-19 Emergency Response Actions – Government Code 54956.5 (1) & (2) (b) (1)

General Manager Monya Jameson requested authorization to take any and all action necessary to ensure the health and safety of District staff and residents through May 18, 2020 at which time it will be re-evaluated. Staff responded to Board inquiries.

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

7. STAFF REPORTS

A. General Manager Report

General Manager Monya Jameson informed Board Members that currently the Park Superintendent position will be left vacant, and duties have been assigned to her supervising the park supervisors and Park Planner/Landscape Architect Steph Sanders supervising the security and maintenance staff.

B. Marketing Report

Marketing Director Lisa Plank informed Board Members that an FAQ sheet is being created for staff regarding the activity and reservation suspensions that resulted from COVID-19. Ms. Plank also reported on the new Streamline hosted website and the newly formatted Summer Funbook.

C. Capital Improvement Projects

Park Planner/Landscape Architect Steph Sanders informed Board Members that gym pads are being installed in the Riverlakes Gymnasium and the Riverlakes warehouse storage is being cleaned and organized to store the equipment efficiently. Ms. Sanders also reported that as part of the Batey agreement, the District is currently in escrow on 2.36 acres just to the north of the Nord site. Finally, Ms. Sanders reported the status of the capital projects budget, the North Chester warehouse, the upcoming tax rolls, and the NOR Pool assessment.

D. Financial Report

No Report

E. Personnel Report

Human Resources Director Esther Grijalva reported that staff was able to attend two job fairs. Ms. Grijalva also informed the Board Members that the Payroll Coordinator application deadline has been extended.

F. Parks Division Report

Park Planner/Landscape Architect Steph Sanders reported that the maintenance crew is currently working on rebuilding the backstops and fencing on the Fruitvale Norris Diamonds three and four. Ms. Sanders also reported that the maintenance staff has taken inventory of the lighting that needs to be replaced as well as HVAC units and components to prepare for the budget. Ms. Sanders informed the Board that the Rangers performed daylight savings time adjustments on all District timers and a weekend curfew check was performed with only one violation.

G. Recreation Program Report

No Report

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

JIM ECKROTH thanked staff for their continued hard work with all that is currently happening.

STEVE RUETTIGERS also thanked staff.

BROOKS DOUGLASS commented that because of the value the District programs offer, he believes participants may request to hold credits on their accounts for canceled activities.

BOB LERUDE – No Comment

DONNA CLOPTON - No Comment

10. EXECUTIVE SESSION

The Board of Directors entered into Executive Session at 6:51 P.M. for the following discussion:

- A. Request for Executive Session Regarding General Manager Performance Evaluation – Government Code 54957


The Board Reconvened from Executive Session at 7:21 P.M.



- A. Request for Executive Session Regarding General Manager Performance Evaluation – Government Code 54957
NO ACTION TAKEN

11. ADJOURNMENT

The meeting was adjourned at 7:22 p.m. to the next meeting of the Board of Directors of North of the River Recreation and Park District scheduled on April 20, 2020.

Minutes to be approved at Board
Meeting held on April 20, 2020


Monya Jameson, General Manager


Racheal Garcia, Clerk of the Board

Brooks Douglass, Chairperson