



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, DECEMBER 21, 2020, 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 BROOKS DOUGLASS AT 5:35 P.M.

2. ROLL CALL:

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

BOARD MEMBERS ABSENT
NONE

STAFF PRESENT
RACHEAL GARCIA; ESTHER GRIJALVA; MONYA JAMESON;
ROBERT MARTIN; WAYNE MCARTHUR; LISA PLANK;
STEPH SANDERS; ALBERT SANCHEZ; JOE WEST

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!

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.

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

Noes: None. Absent: Clopton. Motion carried

B. Approval of Minutes from the Board of Directors' Regular Meeting Held November 16, 2020

Request by Clerk of the Board of Directors to approve the minutes from the November 16, 2020 Regular Board Meeting. BOARD APPROVED MINUTES.

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

Noes: None. Absent: Clopton. Motion carried

C. Approval of Minutes from the Board of Directors' Special Meeting Held December 9, 2020

Request by Clerk of the Board of Directors to approve the minutes from the December 9, 2020 Special Board Meeting. BOARD APPROVED MINUTES.

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

Noes: None. Absent: Clopton. Motion carried

D. Receive and File Bills and Invoice

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

BOARD RECEIVED AND FILED BILLS AND INVOICES.

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

Noes: None. Absent: Clopton. Motion carried

E. Approval of Bill Exceeding Policy Limit

Accounts Payable Clerk Tammy Sturtevant requested approval of the bills exceeding policy limit related to the WestAmerica Bank lease agreement payment, CAPRI worker's compensation and property and liability third quarter contributions. BOARD APPROVED THE BILLS EXCEEDING POLICY LIMIT.

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

Noes: None. Absent: Clopton. Motion carried

6. BOARD BUSINESS

A. Election of Officers

A motion was made by Eckroth, seconded by Douglass to nominate Bob Lerude as 2021 Chairperson.

A motion was made by Eckroth, seconded by Douglass to nominate Steve Ruettgers as 2021 Vice-Chairperson.

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

Noes: None. Absent: Clopton. Motion carried

B. Resolution Authorizing Title VI Compliance Plan for North of the River Recreation and Park District/CTSA, Resolution #38-20

CTSA Supervisor Joe West requested approval of Resolution #38-20 authorizing an update to the North of the River Recreation and Park District/CTSA Title VI Plan Update, required for Federal Transit Administration funding programs. Staff responded to Board inquiries. BOARD ADOPTED RESOLUTION #38-20 AUTHORIZING THE PLAN UPDATE.

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

Noes: None. Absent: Clopton. Motion carried

C. Discussion and Direction Regarding a One-Time Employee Salary Adjustment, Resolution #39-20

General Manager Monya Jameson provided a financial update related to the FY 2020-2021 Budget. Based on the status of the budget, staff recommends a three percent one-time salary adjustment for full time and regular part-time employees who worked for the District during the COVID-19 operation adjustments and closures. 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 #38-20 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.

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

Noes: None. Absent: Clopton. Motion carried

7. STAFF REPORTS

A. General Manager Report

REPORTS RECEIVED AND FILED.

B. Marketing Report

Marketing Director Lisa Plank reported that signage is being crafted for the pivoting stay at home order. Ms. Plank also reported the virtual preschool has started. Staff will be having a strategy meeting to schedule virtual events through the first quarter of 2021 to keep families busy and engaged with the District. Ms. Plank informed the board that the District Meals on Wheels will be a part of the Sangera Subaru "Share the Love" program again this year.

C. Capital Improvement Projects

REPORTS RECEIVED AND FILED.

D. Financial Report

Finance Director Wayne McArthur informed the board that staff is working with auditors to finish up the District and CTSA audits. The NOR audit draft will be provided this week and a final copy will be provided after an additional three weeks. Mr. McArthur reported that the CARES claim was submitted to the county. Mr. McArthur also informed the board that revenue clerk Debbie Anderson will be retiring, and a part time clerk is being trained to fill her position.

E. Personnel Report

REPORTS RECEIVED AND FILED.

F. Parks Division Report

Park Supervisor Albert Sanchez thanked the board for approving the purchase of mowers at the September board meeting. Staff is very pleased with the increased productivity. Per board request, the emissions were researched, and the mowers were confirmed acceptable by the San Joaquin Valley Air District and the California Air Source Board.

G. Recreation Program Report

REPORTS RECEIVED AND FILED.

H. Training Report

REPORTS RECEIVED AND FILED.

8. CORRESPONDENCE

9. BOARD MEMBER COMMENTS

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

BOB LERUDE wished everyone a great holiday season. Mr. Lerude also commented that he appreciates written staff reports which allows board members to come prepared with questions.

BROOKS DOUGLASS wished everyone good health and happy holidays.


STEVE RUETTGERS commented that he appreciates when staff reports on previous Board actions. Mr. Ruetters wished the best to everyone and Happy New Year.


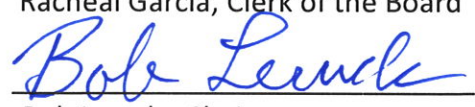
JIM ECKROTH wished everyone a Merry Christmas. Mr. Eckroth commented that staff is doing an outstanding job during these trying times.

10. ADJOURNMENT

The meeting was adjourned at 6:06 p.m. to the next meeting of the Board of Directors of North of the River Recreation and Park District scheduled on January 25, 2020.

Minutes to be approved at Board
Meeting held on January 25, 2020


Monya Jameson, General Manager


Racheal Garcia, Clerk of the Board

Bob Lerude, Chairperson