



**NORTH OF THE RIVER RECREATION AND PARK DISTRICT  
BOARD OF DIRECTORS' REGULAR MEETING  
MONDAY, AUGUST 17, 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 5:34 P.M.**

**2. ROLL CALL:**

**BOARD MEMBERS PRESENT**  
BROOKS DOUGLASS; STEVE RUETTGERS;  
BOB LERUDE (ARRIVED AT 6:38PM)

**BOARD MEMBERS ABSENT**  
DONNA CLOPTON; JIM ECKROTH

**STAFF PRESENT**  
RACHEAL GARCIA; MONYA JAMESON; WAYNE MCARTHUR;  
LISA PLANK; STEPH SANDERS; DESIREE INGALLS

**LEGAL COUNSEL**  
PATRICK OSBORN (ARRIVED AT 6:49PM)

**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; Lerdue: Ayes: Douglass; Lerude; Ruettgers.**

**Noes: None. Absent: Clopton; Eckroth Motion carried**

**B. Approval of Minutes from the Board of Directors' Regular Meeting Held July 20, 2020**

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

**Ruettgers; Lerude: Ayes: Douglass; Lerude; Ruettgers.**

**Noes: None. Absent: Clopton; Eckroth. Motion carried**

**C. Approval of Minutes from the Continued Board of Directors' Regular Meeting Held July 23, 2020**

Request by Clerk of the Board of Directors to approve the minutes from the July 23, 2020 Continued Regular Board Meeting. BOARD APPROVED MINUTES.

**Ruettgers; Lerude: Ayes: Douglass; Lerude; Ruettgers.**

**Noes: None. Absent: Clopton; Eckroth. Motion carried**

**D. Receive and File Bills and Invoice**

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; Lerude; Ruettgers.**

**Noes: None. Absent: Clopton; Eckroth. Motion carried**

**E. Approval of Bills Exceeding Policy Limit**

Accounts Payable Clerk Tammy Sturtevant requested approval of the bill exceeding policy limit related to Employment Development Department April 1, 2020 to June 30, 2020. BOARD APPROVED THE BILL EXCEEDING POLICY LIMIT.

**Ruettgers; Lerude: Ayes: Douglass; Lerude; Ruettgers.**

**Noes: None. Absent: Clopton; Eckroth. Motion carried**

**F. Approval of Premium Renewal and General Liability Coverage with CAPRI, Resolution #22-20**

Chairperson Brooks Douglass requested item 5.F. be moved to Board Business for discussion. Staff requested approval of the premium renewal for general liability, auto and property coverage with CAPRI for FY 2020-2021. In his opinion, Chairperson Brooks Douglass believes the District should research alternative insurance agencies for the next fiscal year to compare rates. AFTER DISCUSSION, BOARD ADOPTED RESOLUTION #22-20 APPROVING THE PREMIUM RENEWAL.

**Ruettgers; Lerude: Ayes: Douglass; Lerude; Ruettgers.**

**Noes: None. Absent: Clopton; Eckroth. Motion carried**

**6. PUBLIC HEARING**

**A. Public Hearing and Adoption of FY 2020-2021 Final Appropriation Limit, Resolution #23-20**

Chairperson Brooks Douglass opened the public hearing. There were no recommended changes from the FY 2020-2021 Preliminary Appropriation Limit. There were no comments from the public. The hearing was then closed. BOARD ADOPTED RESOLUTION #23-20 APPROVING THE FY 2020-2021 FINAL APPROPRIATION LIMIT.

**Ruettgers; Lerude: Ayes: Douglass; Lerude; Ruettgers.**

**Noes: None. Absent: Clopton; Eckroth. Motion carried**

**B. Public Hearing and Adoption of FY 2020-2021 Final Operating Budget, Resolution #24-20**

Chairperson Brooks Douglass opened the public hearing. There were no recommended changes from the FY 2020-2021 Preliminary Operating Budget. There were no comments from the public. The hearing was then closed. BOARD ADOPTED RESOLUTION #24-20 APPROVING THE FY 2020-2021 FINAL OPERATING AND RESERVE BUDGET IN THE AMOUNT OF \$20,031,964.

**Ruettgers; Lerude: Ayes: Douglass; Lerude; Ruettgers.**

**Noes: None. Absent: Clopton; Eckroth. Motion carried**

**C. Public Hearing and Adoption of FY 2020-2021 Final Capital Improvement Budget, Resolution #25-20**

Chairperson Brooks Douglass opened the public hearing. There were no recommended changes from the FY 2020-2021 Preliminary Capital Improvement Budget. There were no comments from the public. The hearing was then closed. BOARD ADOPTED RESOLUTION #25-20 APPROVING THE FY 2020-2021 FINAL CAPITAL IMPROVEMENT AND RESERVE BUDGET IN THE AMOUNT OF \$1,805,092.

**Ruettgers; Lerude: Ayes: Douglass; Lerude; Ruettgers.**

**Noes: None. Absent: Clopton; Eckroth. Motion carried**

**7. BOARD BUSINESS**

**A. Approval of Purchase of Vehicle for Meals on Wheels Program, Resolution #26-20**

Recreation Supervisor Desiree Ingalls requested approval of the purchase of a vehicle for the Meals on Wheels Program. The vehicle would replace an aging Ford Escape delivery vehicle. AFTER DISCUSSION, THE BOARD ADOPTED RESOLUTION #26-20 APPROVING THE PURCHASE.

**Lerude; Ruettgers: Ayes: Douglass; Lerude; Ruettgers.**

**Noes: None. Absent: Clopton; Eckroth. Motion carried**

**B. Retroactive Approval of Change Order for Riverview Flooring, Resolution #27-20**

Park Planner/Landscape Architect Steph Sanders informed the Board that during the process of replacing the flooring at Riverview Community Center, foundation issues were discovered that needed repair. Moisture spread up the base of the

**B. Retroactive Approval of Change Order for Riverview Flooring, Resolution #27-20 (Cont.)**

walls, making wall repairs also necessary. AFTER DISCUSSION, THE BOARD ADOPTED RESOLUTION #27-20 APPROVING THE RETROACTIVE CHANGE ORDER.

**Ruettgers; Lerude: Ayes: Douglass; Lerude; Ruettgers.**

**Noes: None. Absent: Clopton; Eckroth. Motion carried**

**C. Approval of Agricultural Lease Agreement Renewal for Rosedale Park, Resolution #28-20**

Staff requested approval of an agricultural lease agreement at undeveloped Rosedale Park. The lease provides for the farming on two acres of land and the maintenance of weed control on the remaining eighteen acres. Lease agreements have been approved on an annual basis since 2014. BOARD ADOPTED RESOLUTION #28-20 APPROVING THE LEASE AGREEMENT.

**Lerude; Ruettgers: Ayes: Douglass; Lerude; Ruettgers.**

**Noes: None. Absent: Clopton; Eckroth. Motion carried**

**8. STAFF REPORTS**

**A. General Manager Report**

General Manager Monya Jameson reported that during the COVID-19 pandemic, the district had a few layoffs, retirements and positions reduced from full time to part-time. Without the Fall After School and Adult Sports programs, an opportunity has been provided to the recreation specialist to plan the fall enrichment program for children of staff members. The program will assist with remote learning including classwork and homework. The District believes an urgent need can be fulfilled to provide this program to the community and are awaiting a waiver from the state. Ms. Jameson informed the Board that a Zoom meeting was made available to the community members that voiced concerns regarding the District Pickleball courts at the July meeting. Staff has visited the courts and the concerns have been addressed and resolved.

**B. Marketing Report**

Marketing Director Lisa Plank reported that signs at the parks are being updated when necessary to reduce confusion in the community. Ms. Plank informed the Board that the District is currently preparing for a virtual preschool. Participants will need equipment and IT assistance. Ms. Plank also reported that staff is involved in virtual recreation videos and social media posts which are receiving great community feedback.

**C. Capital Improvement Projects**

Park Planner/Landscape Architect Steph Sanders updated the Board on the Riverview Community Center remodeling project which includes painting, floor replacement and bathroom updates. Riverview Community Center is important to the District and the community. Ms. Sanders reported that she is currently serving on a work group with California Special Districts Association (CSDA) to secure funding for special districts on the next Federal COVID-19 funding bill.

**D. Financial Report**

NO REPORT

**E. Personnel Report**

NO REPORT

**F. Parks Division Report**

NO REPORT

**G. Recreation Program Report**

REPORT RECEIVED AND FILED.

**H. Training Report**

REPORTS RECEIVED AND FILED.

**9. CORRESPONDENCE**

Clerk of the Board Racheal Garcia read a letter to the District from Hanna and her seven-year-old nephew Declan asking the District to create an epic park close to his residence. A drawing of Declan's design was included with the letter.

**10. BOARD MEMBER COMMENTS**

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

**BOB LERUDE** thanked staff for all the work that is being done during this crazy time. Mr. Lerude believes the budget will be difficult next fiscal year.

**BROOKS DOUGLASS** thanked staff for coming up with creative ways to plan for childcare and for the work at Riverview Community Center.

**STEVE RUETTIGERS** agrees with Board Member Bob Lerude regarding the budget.

**11. EXECUTIVE SESSION**

**The Board of Directors entered Executive Session at 6:49 P.M. for the following discussion:**

- A.** Request for Executive Session Regarding Claim in the Matter of Gretchen Woodruff vs. North of the River Recreation and Park District – Government Code 54956.9

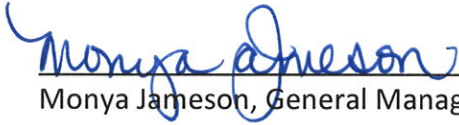
**The Board Reconvened from Executive Session at 6:54 P.M.**


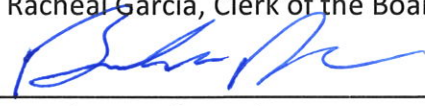
- A.** Request for Executive Session Regarding Claim in the Matter of Gretchen Woodruff vs. North of the River Recreation and Park District – Government Code 54956.9  
THE CLAIM WAS REJECTED BY UNANIMOUS VOTE.

**12. ADJOURNMENT**

The meeting was adjourned at 6:55 p.m. to the next meeting of the Board of Directors of North of the River Recreation and Park District scheduled on September 21, 2020.

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

  
Monya Jameson, General Manager

  
Racheal Garcia, Clerk of the Board  
  
Brooks Douglass, Chairperson