



# North of the River Recreation & Park District

**NORTH OF THE RIVER RECREATION AND PARK DISTRICT  
BOARD OF DIRECTORS' REGULAR MEETING  
3825 RIVERLAKES DRIVE, BAKERSFIELD, CA 93312  
MONDAY, MARCH 24, 4:30 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.

**1. CALL TO ORDER: BOARD MEETING CONVENED BY VICE CHAIRPERSON MATT HOWARD AT 4:30 P.M.**

**2. ROLL CALL: BOARD MEMBERS' PRESENT**

JENIFER VALALSTEIN (4:35P.M.); MATT HOWARD; BOB SMITH; RYAN SKIDMORE

**BOARD CLERK**

JANETT MILLER

**BOARD MEMBERS ABSENT**

CRYSTAL MADDEN

**STAFF PRESENT**

BRET HANEY; WAYNE MCARTHUR; ESTHER GRIJALVA; STEPH THISIUS;

LAUREN CRONK; JASMIN LOBASSO; MIKE EVANS

**LEGAL COUNSEL**

JACOB THOMASY

**PUBLIC PRESENT**

NATALI GONZALEZ

**3. NOTICE OF MEETING BEING TAPED, FILMED, STREAMED OR BROADCASTED**

Please be aware that a recording and broadcasting of tonight's meeting is being made and may capture images and/or sounds of those attending tonight's meeting.

**4. FLAG SALUTE: VICE CHAIRPERSON MATT HOWARD LED THE FLAG SALUTE AT 4:32P.M.**

**5. APPROVAL OF AGENDA**

Items requiring attention after the agenda is posted may be added to the agenda with 2/3 majority approval of the Board. Items to be added will be made available to the public at the meeting

**Motion:** Skidmore **Second:** Smith **Ayes:** Smith; Howard; Skidmore

**Noes:** None **Absent:** Madden; VanAlstein **Motion carried.**

**6. 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 comments

## 7. CONSENT AGENDA

All matters listed under the Consent Agenda are deemed routine in nature. Information concerning these items has been forwarded to each Board Member prior to this meeting for their study. The Consent Agenda is acted upon in one motion unless members of the Board, staff, or public request discussion and/or removal of an item.

### A. Posting of Agenda

Approval of Secretary Declaration of Posting of Agenda 72 Hours in Advance of Meeting

### B. Minutes

Approval of Minutes from the Board of Directors' Special Meeting Held February 10, 2025

Approval of Minutes from the Board of Directors' Regular Meeting Held February 24, 2025

### C. Financial

Approval of Receipt of Bills and Invoices

### D. Bills Exceeding Policy Limit

Approval of bills exceeding policy limit

**RECOMMENDATION:** Approve Consent Agenda

**Motion:** Howard **Second:** Skidmore **Ayes:** Smith; VanAlstein; Howard; Skidmore **Noes:** None **Absent:** Madden **Motion carried.**

## 8. BOARD BUSINESS

### A. Adoption of Revision of Policy 3-113 and Setting Dates and Start Times, Resolution #11-25

General Manager Bret Haney requested the board to adopt the revision of policy 3-113 and set dates and start times. Currently the policy set Board Meeting dates and start time the 3<sup>rd</sup> Monday of the month at 5:30pm, and when a holiday falls on the 3<sup>rd</sup> Monday policy designates the meeting will be held on Tuesday. During February Board meeting, the board discussed the possibility of changing the start time considering board members' availability. Mr. Haney stated that the policy revision will allow for the board to adopt the regular meeting dates and start time at the December Board meeting,... at the discretion of the Board, change the date and time of its regular meetings provided that the appropriate written notice is posted. AFTER DISCUSSION, THE BOARD APPROVED RESOLUTION #11-25 REVISION OF POLICY 3-113, AND BOARD WILL SET TIMES FOR THE REMINDER OF THE YEAR AT NEXT MONTH'S BOARD MEETING. BOARD VOTED TO HAVE APRIL BOARD MEETING AT 4:30 P.M.

**Motion:** Smith **Second:** Howard **Ayes:** Smith; VanAlstein; Howard; Skidmore **Noes:** None **Absent:** Madden **Motion carried.**

### B. Revision of Policy 6-116 regarding Asset Lease Capitalization, Resolution #12-25

Staff requested approval of revision of policy 6-116 regarding asset lease capitalization. Finance Director Wayne McArthur stated that in the audit there were no findings, but the auditor's recommendation was to adopt a new policy that will establish the criteria and procedures for recognizing lease assets and liabilities on the balance sheet. AFTER DISCUSSION, THE BOARD APPROVED RESOLUTION #12-25 REVISION OF POLICY 6-116 REGARDING ASSET LEASE CAPITALIZATION.

**Motion:** Smith **Second:** Howard **Ayes:** Smith; VanAlstein; Howard; Skidmore **Noes:** None **Absent:** Madden **Motion carried.**

**C. Revision of Policy 6-116 regarding SBIT Lease Capitalization, Resolution #13-25**

Staff requested approval of revision of policy 6-116 regarding Subscription-Based Information Technology Arrangements (SBIT) lease assets and liabilities on the balance sheet. Finance Director Wayne McArthur stated that NOR does not have anything what falls into this new policy now. AFTER DISCUSSION, THE BOARD APPROVED RESOLUTION #13-25 REVISION OF POLICY 6-116 REGARDING SBIT LEASE CAPITALIZATION.

**Motion:** Smith **Second:** Howard **Ayes:** Smith; VanAlstein; Howard; Skidmore **Noes:** None **Absent:** Madden **Motion carried.**

**D. Presentation of Annual Audit- Fiscal Year Ended June 30, 2024**

Finance Director Wayne McArthur handed out copies of the audited financial statements to the Board; the audit- fiscal year from June 2023 to June 2024. Mr. McArthur encouraged the board to read the Management's Discussion and Analysis on page four through page eleven, stating that that section will recap everything on the audit. Mr. McArthur added that it was a good audit year with no findings, and NOR took care of any recommendations from the auditor. AFTER DISCUSSION, THE BOARD RECEIVED AND FILED THE ANNUAL AUDIT FOR FISCAL YEAR ENDED JUNE 30, 2024.

**9. STAFF REPORTS**

**A. General Manager**

General Manager Bret Haney thanked Finance Director Wayne McArthur and the business team for their diligence during the annual audit and for his years of service stating this meeting will be his last official board meeting. Mr. Haney mentioned that last week staff attended the CPRS conference; Mr. Haney also let the board members know about the board member training available.

**B. Capital Improvement Projects**

Director of Planning and Construction Steph Thisius reported the progress of the Dog Park, Standard Park, and Stockdale River Community Park. At the Dog Park, the parking lot started to wrap around the west parking lot and the NOR Digital Contact Specialist Paola Hernandez is working on an informational video highlighting the construction at the Dog Park. At Standard Park, a civil engineer was contracted to provide the first grant updated to the State and staff is surveying the trees. Finally, the pressure test on the main irrigation line is completed at Stockdale River Community Park, the trees and meadow seed mix are being planted.

**C. Financial**

Director of Finance Wayne McArthur thanked everyone and mentioned that his retirement is bittersweet.

**D. Personnel**

Director of Human Resources Esther Grijalva reviewed all open positions including the full-time positions, Maintenance Technician and Administrative Coordinator-Recreation.

**E. Parks Division**

Director of Operation and Maintenance Mike Evans reported the completion of three projects including Riverview Community Center gym restoration, catering area at the Rasmussen Community Center, and the pathway LED light upgrade at Emerald Cove Park. Mr. Evans highlighted upcoming projects including North Highland restrooms project, District tree trimming project, and the contractor is in the process of getting a permit for the Greenacres Community Center Shelter.

**F. Recreation**

Director of Recreation Lauren Cronk highlighted upcoming programs including the Spring STEAM Camp at Riverview Community Center stating that it has reached the full capacity of fifty participants. Ms. Cronk reported that reservation increased by 22.9% from February 2024 to February 2025. Ms. Cronk read a comment to the board from a former child's parent that attended the CO-OP program at Riverview Community Center, *"Dahlia is so smart thanks to the wonderful program at Riverview and everyone who runs it. She's at the top of her class and always gets compliments on how smart she is and how much she knows. I also want to thank Miss Anastasia for all her hard work and dedication. I'm thankful for you guys..."*

**G. Community Services**

Director of Community Relations Jasmin LoBasso highlighted the Read Across America event, management and recreation staff were guest readers at Standard School District and NOR staff attended the ceremony and accepted the Regional Award of Merit on March 6, 2025. Ms. LoBasso mentioned that the 2025 Sponsorship Opportunities are finalized and available online and she reviewed the outreach opportunities.

**H. Training**

Reports Received and Filed.

**10. CORRESPONDENCE**

No Correspondence was received in March

**11. BOARD MEMBER COMMENTS**

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

**BOB SMITH-** No comment

**CRYSTAL MADDEN-** Absent

**RYAN SKIDMORE-** No comment

**JENIFER VANALSTEIN-** Thanked Mr. McArthur for the annual audit presentation and Mr. Haney for the tour of some the NOR parks.

**MATT HOWARD-** Attended the CPRS conference for his employer and mentioned that he met some of the NOR staff and it was great to get to know people that genuinely love what they do.

**12. EXECUTIVE SESSION**

**The Board of Directors entered Executive Session at 5:16 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 6:49 p.m.**

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

**NO ACTION TAKEN**

**13. ADJOURNMENT**

The meeting was adjourned at 6:50 p.m. to the next meeting of the Board of Directors of North of the River Recreation and Park District scheduled on April 21, 4:30 p.m. at the Riverlakes Ranch Community Center and District Administrative Complex.

Minutes to be approved at Board  
Meeting held on April 21, 2025

*Janett Miller*

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Janett Miller, Clerk of the Board

*Bret Haney*

Bret Haney (Apr 22, 2025 11:26 PDT)

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Bret Haney, General Manager

*Matt Howard*

Matt Howard (Apr 22, 2025 10:22 PDT)

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Matt Howard, Vice Chairperson












# March 24, 2025 Regular Meeting Minutes

Final Audit Report

2025-04-22

|                 |  |
|-----------------|--|
| Created:        | 2025-04-22                                   |
| By:             | Janett Miller (jmiller@norrecreation.org)    |
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