



# 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, SEPTEMBER 19, 2022 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.

- 1. CALL TO ORDER: BOARD MEETING CONVENED BY CHAIRPERSON STEVE RUETTGERS AT 5:32 P.M.**
  
- 2. ROLL CALL:**
  - BOARD MEMBERS PRESENT**  
BROOKS DOUGLASS; CRYSTAL MADDEN; JAMES NABORS;  
STEVE RUETTGERS
  - BOARD MEMBERS ABSENT**  
JENIFER VANALSTEIN
  - STAFF PRESENT**  
MIKE EVANS; RACHEAL GARCIA; MONYA JAMESON;  
JASMIN LOBASSO; WAYNE MCARTHUR; STEPH THISIUS-SANDERS
  - LEGAL COUNSEL**  
NONE
  - PUBLIC PRESENT**  
NONE
  
- 3. FLAG SALUTE:** Chairperson Steve Ruetters 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.

**Douglass; Nabors: Ayes: Douglass; Madden; Nabors; Ruettgers.**

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

**B. Approval of Minutes from the Board of Directors' Special Meeting Held August 29, 2022**

Request by Clerk of the Board of Directors to approve the minutes from the August 29, 2022 Special Board Meeting. BOARD APPROVED MINUTES.

**Douglass; Nabors: Ayes: Douglass; Madden; Nabors; Ruettgers.**

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

**C. 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.

**Douglass; Nabors: Ayes: Douglass; Madden; Nabors; Ruettgers.**

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

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

Accounts Payable Clerk Tammy Sturtevant requested approval of the bills exceeding policy limit related to the CAPRI Second Quarter of the Annual Contribution for Workers' Compensation. BOARD APPROVED THE BILLS EXCEEDING POLICY LIMIT.

**Douglass; Nabors: Ayes: Douglass; Madden; Nabors; Ruettgers.**

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

**E. Approval of Amendment to Conflict of Interest Code, Policy #2-100, Resolution #30-22**

The District is required to maintain an updated Conflict of Interest Code. Revisions were made to filing location of the original Economic Interest Statements to the District Admin Complex. BOARD ADOPTED RESOLUTION #30-22 APPROVING REVISIONS TO THE DISTRICT'S CONFLICT OF INTEREST CODE.

**Douglass; Nabors: Ayes: Douglass; Madden; Nabors; Ruettgers.**

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

**F. Approval to Continue Video Conference Board Meetings, Resolution #31-22**

Staff requested adoption of Resolution #31-22, re-ratifying the continued use of remote meetings for all Board and Board Subcommittee Meetings pursuant to the provisions of Assembly Bill 361. Remote meetings are subject to certain



conditions which will be evaluated by staff and placed on the consent agenda to be approved by the Board at each Board of Directors' Regular Meeting. BOARD APPROVED CONTINUED VIDEO CONFERENCING BOARD MEETINGS.

**Douglass; Nabors: Ayes: Douglass; Madden; Nabors; Ruettggers.**

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

## 6. BOARD BUSINESS

### A. Approval for Expenditures for Rasmussen Senior Center for Purchasing, Upgrading, or Refurbishing Infrastructure for the Production and Distribution of Congregate or Home-Delivered Meals, Resolution #32-22

Finance Director Wayne McArthur requested approval for expenditures for the Rasmussen Senior Center Nutrition Program. Aging and Adult Home and Community Based Services Senior Nutrition Infrastructure Grant will reimburse \$134,365 and the balance of approximately \$12,165 will be reimbursed by North of the River Recreation Foundation. AFTER DISCUSSION, BOARD ADOPTED RESOLUTION #32-22 APPROVING THE EXPENDITURES FOR RASMUSSEN SENIOR CENTER.

**Madden; Douglass: Ayes: Douglass; Madden; Nabors; Ruettggers.**

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

### B. Approval of Upgrade and Replacement of Fire Alert System for Rasmussen Senior Center, Resolution #33-22

Planning and Construction Director Steph Thisius-Sanders requested approval of upgrade and replacement of the fire alert system for Rasmussen Senior Center. The existing system is a single bell that is activated by a switch on the wall and is inaudible in many rooms of the center for seniors that are hard of hearing. There is no fire alert connection to the fire department nor monitoring equipment for the entire facility. The system will be replaced with a modern Honeywell Notifier emergency communication system. Staff responded to board inquiries. AFTER DISCUSSION, BOARD ADOPTED RESOLUTION #33-22 APPROVING THE UPGRADE AND REPLACEMENT OF FIRE ALERT SYSTEM FOR RASMUSSEN SENIOR CENTER.

**Douglass; Madden: Ayes: Douglass; Madden; Nabors; Ruettggers.**

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

### C. Discussion of Authorization to Select a Consulting Firm to Conduct an Executive Recruitment for the Position of General Manager

General Manager Monya Jameson reported that two consulting firms responded to the District request for purchase. Ms. Jameson provided a comparison between Bob Murray & Associates and CPS HR Consulting, discussing the fee differences, similar recruitments, and recruitment schedule with the Board. AFTER DISCUSSION, BOARD AUTHORIZED AD HOC COMMITTEE INCLUDING BOARD MEMBER DOUGLASS, BOARD MEMBER NABORS AND GENERAL MANAGER MONYA JAMESON TO UNANIMOUSLY SELECT A FIRM IN AN AMOUNT NOT TO EXCEED TOTALS PRESENTED.

**Madden; Douglass: Ayes: Douglass; Madden; Nabors; Ruettggers.**

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

**7. STAFF REPORTS**

**A. General Manager**

General Manager Monya Jameson informed the Board that she met with the Managers to discuss goals to be accomplished prior to her retirement. Ms. Jameson invited the Board Members to attend a living tribute tree planting in memory of former General Manager Dave McArthur. The tribute ceremony will take place on October 20, 2022 at 12:00 p.m., followed by refreshments provided by Mr. McArthur's family at 12:30 p.m.

**B. Capital Improvement Projects**

Planning and Construction Director Steph Thisius-Sanders provided an update on the NOR Pool mitigation ongoing status. She reported that a concept from the consultant has been provided for the Polo Community Dog Park. Ms. Thisius-Sanders will meet with maintenance staff to review and determine if the concept can be easily maintained. A rendering will be presented to the Board at an upcoming meeting. She also reported that paperwork is being closed out for the Prop 68 Grant projects.

**C. Financial**

Finance Director Wayne McArthur reported that staff is wrapping up year end projects. Mr. McArthur also reported that the District will be starting the audit within the next month.

**D. Personnel**

No Report

**E. Parks Division**

Superintendent of Park and Facilities Mike Evans reported that the Fruitvale Norris booster pump has been installed, the Rasmussen Senior Center front offices received new carpet and paint, and pathway lighting will be installed soon at the Senior Center and at North Highland Park. Mr. Evans reported that the written proposals have been received for the metal roof and stucco work at the Riverview storefront project. When the final concrete proposal is received, a construction schedule for the contractors will be created and the project can begin. Mr. Evans informed the Board that two full-time park maintenance worker positions have been filled, two site specific Active Shooter Trainings for park maintenance staff have been conducted, and the Fruitvale Norris horseshoe pit was refurbished as part of an Eagle Scout project in August.

**F. Recreation and Community Services**

Superintendent of Recreation and Community Services Jasmin LoBasso reported that long time Recreation Supervisor Lauren Cronk has accepted an opportunity to work at Standard Middle School. The District is recruiting for a Recreation Supervisor and a Digital Content Specialist. Ms. LoBasso reported that staff is preparing for the 2022 Fall Festival and is accepting submissions for the Veteran's Day slideshow. Staff is also working on the employee portal which will provide information sharing and connection. Additionally, Creative and Technology services is working on a Laserfiche implementation schedule.

**G. Training**

Reports Received and Filed.



**8. CORRESPONDENCE**

Planning and Construction Director Steph Thisius-Sanders shared a letter from GameTime regarding receiving funds as part of the 2022 CPRS Statewide Training and Funding Initiative. Ms. Thisius-Sanders commented the funds will be utilized for the playground at Stockdale River Ranch Park.

**9. BOARD MEMBER COMMENTS**

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

**BROOKS DOUGLASS** requested an update regarding the liability and workers' compensation coverage provider comparison. General Manager Monya Jameson responded that information will be provided before her retirement.

**CRYSTAL MADDEN** – No Comment


**JAMES NABORS** – No Comment


**STEVE RUETTIGERS** commented that if the ad hoc committee to select a consulting firm cannot come to a unanimous agreement to bring the decision back to the board at the October meeting.

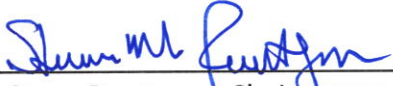
**10. ADJOURNMENT**

The meeting was adjourned at 6:27 p.m. to the next meeting of the Board of Directors of North of the River Recreation and Park District scheduled on October 17, 2022.

Minutes to be approved at Board  
Meeting held on October 17, 2022

  
\_\_\_\_\_  
Monya Jameson, General Manager

  
\_\_\_\_\_  
Racheal Garcia, Clerk of the Board

  
\_\_\_\_\_  
Steve Ruetters, Chairperson