

**WEST SIDE RECREATION AND PARK DISTRICT**  
500 Cascade Place  
Taft, CA 93268

**Minutes**  
**Regular Board Meeting**  
**August 18, 2016**

**Call to Order:**

Director Wayne called the regular board meeting of the West Side Recreation and Park District Board of Directors to order at 6:04 p.m. in the District's activity room at the Recreation Center.

**Roll Call:**

Director Jorgensen-Present, Director Heimiller-Present, Director Orrin-Present, Director Swarengin-Present, Director Wayne-Present

**Staff Present:**

Don Koenig, District Administrator  
Christy Cloud, Business Services Coordinator

John Gibson - Attorney

**Guests Present:**

**Public Presentations and Comments:**

**Approval of Minutes- June 16, 2016**

A motion was made by Director Jorgensen and seconded by Director Swarengin to accept the minutes of the regular board meeting as presented

**All ayes – Yes Motion passed – Yes**

**Approval of Cash Disbursements- June & July 2016**

A motion was made by Director Swarengin and seconded by Director Heimiller to accept the Cash Disbursement Report as presented.

**Roll Call:** Director Jorgensen – yes, Director Heimiller - yes, Director Swarengin-yes, Director Orrin-yes, Director Wayne -yes

**Motion passed – Yes**

**Old Business:**

- a. Sequoia Riverlands Trust/MacPherson Oil** – Don and Les had a conference call with the vice president of land and real estate. He outlined what was in the letter he sent – they believed their initial offer was \$20,000 and \$2,000 per year. They changed it to \$30,000 and \$2,000 per year because it has taken so long. Our understanding was that it would be \$2,000 per month. He stated that there are a couple of other entities looking at the property if we aren't interested. John Gibson's opinion is that we are a government entity and we don't need another government entity impacting our decisions if we were to follow through with this. He doesn't see the benefit for the burden.

A motion was made by Director Orrin and seconded by Director Swarengin to stop negotiations with Sequoia Riverlands Trust.

**Roll Call:** Director Jorgensen – yes, Director Heimiller – yes, Director Swarengin – yes, Director Orrin – yes, Director Wayne - yes

**Motion passed – Yes**

**New Business:**

- a. Employee Handbook Update** – This is basically a bookkeeping issue – everything has been approved but it's been a while since we've updated and had it approved by the board.

A motion was made to approve the revisions to the 2016 employee handbook as presented.

**All ayes – Yes Motion passed – Yes**

**b. Records Retention & Destruction** – This is just a formality to have a record of items destroyed according to our retention policy. This allows us to have the proper records destroyed each year. A motion was made by Director Orrin and seconded by Director Jorgensen to approve the records retention as presented.  
**All ayes – Yes Motion passed - Yes**

**Attorney Comments:** He believes we made the right decision to not move forward with Sequoia Riverlands.

**District Administrator Letters, Announcements or Requests:** Les was selected to be part of the Kern Leader’s Academy. We do have to pay \$1,000 for this and Don feels this could definitely come out of our training budget. It’s a ten day training academy in Bakersfield. The Kern County Taxpayer’s Association operates this academy.

**Board Member Announcements or Requests** – Director Swearengin commended the staff for the hard work and cleanliness of the Rec Center.

**Items for Future Agendas:** None

**Adjournment:**

A motion was made by Director Swearengin and seconded by Director Orrin to adjourn the meeting.

**All Ayes - Yes Motion Passed - Yes**

The meeting was adjourned at 6:30 p.m.

**Next regular meeting is September 15, 2016**

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Board Member

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Board Member

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Board Member

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District Administrator