

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

**Minutes**  
**Regular Board Meeting**  
**August 26, 2019**

**Call to Order:**

Director Orrin called the regular board meeting of the West Side Recreation and Park District Board of Directors to order at 6:03 p.m. in the District's Activity Room at the Recreation Center.

**Roll Call:**

Director Jorgensen-Absent, Director Heimiller-Absent, Director Orrin-Present  
Director Swearengin-Present, Director Davis-Present

**Staff Present:**

Les Clark, District Administrator  
Christy Cloud – Business Services Supervisor  
Jason Epperson - Attorney

**Guests Present:**

**Public Presentations and Comments**

**Approval of Minutes- June 24, 2019**

Minutes could not be approved since Director Swearengin wasn't in attendance at the June meeting. Tabled until next month.

**Approval of Cash Disbursements- June & July 2019**

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

**Roll Call:** Director Jorgensen – absent, Director Heimiller - absent, Director Swearengin-yes,  
Director Davis –yes, Director Orrin - yes

**Motion passed – Yes**

**Old Business:** None

**New Business:**

- a. **FY 17/18 Financial Audit** – The 17/18 fy audit report was presented to the Board. It was a good audit – 5-year plan was mentioned as well as internal controls are strong. Audit accepted as presented.
- b. **First 5 Contract** – The District took over the current year contract acting as the Resource Center. We did submit a 5-year proposal as well. The current year contract should bring in approximately \$120,000 in additional revenue. We are not hiring new staff but instead are using current staff. This program allows for our preschool to stay open and it is free to all participants. We will provide case management and referral services and will be reimbursed quarterly.
- c. **CSDA Membership** – CSDA membership provides specific information to board members as well as keeping the District updated on important legislation. They also provide training and workshop opportunities as well as financial opportunities. Membership is between \$5,000 - \$6,000 per year.  
A motion was made by Director Davis and seconded by Director Swearengin to approved the purchase of a CSDA membership.  
**Roll Call:** Director Davis – yes, Director Swearengin - yes, Director Jorgensen – absent,  
Director Heimiller – absent, Director Orrin – yes.  
**Motion passed – Yes**
- d. **Information Technology Services Contract** – Our current IT is provided by Daryl Christensen with Information Technology Services. We have not had an actual contract with them so Les asked him to put one together. They oversee every aspect of our computer and virus prevention services. The new amount would be approximately \$27,000 annually. Director Orrin would like to have an RFP put together around April of 2020 with a due date of September 2020 to see what else is available locally.  
A motion was made by Director Davis and seconded by Director Swearengin to approve the current contract with Information Technology Services for IT services for one year.

**Roll Call:** Director Davis – yes, Director Swearengin – yes, Director Jorgensen – absent, Director Heimiller – absent, Director Orrin – yes.

**Motion passed - Yes**

**Attorney Comments:** None

**District Administrator Letters, Announcements or Requests:** The fireworks booth brought in approximately \$8,000 and we are currently working on the video for the Care Packages to be sent to local military personnel. The Babe Ruth Tournament was a success – all hotels were booked locally. The Taft College TIL Program will be holding their Casino Night fundraiser at the Rec Center on September 7<sup>th</sup>. Fresno State Economic Development – We were approved for a grant for potentially \$100,000 - \$200,000. Les will know exact details on August 28<sup>th</sup>. The Rec Shoppe will be shut down starting September 1<sup>st</sup> for a makeover. The Franklin Field lights are still being looked at by the insurance company.

**Board Member Announcements or Requests:** Director Davis and Director Swearengin are happy with how well the Wildcatters are doing this season so far.

**Items for Future Agendas:**

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

**Adjournment:** The meeting was adjourned at 7:09 p.m.

**Next regular meeting is September 23, 2019**

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Board Member

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Board Member

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Board Member

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District Administrator