

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

Minutes
March 23, 2020

Call to Order:

Director Orrin called the regular board meeting of the West Side Recreation and Park District Board of Directors to order at 6:12 p.m. in the District's Conference Room in the Admin Building.

Roll Call:

Director Jorgensen-Present, Director Heimiller-Present, Director Orrin-Present
Director Swearingin-Present (by phone), Director Davis-Present (by phone)

Staff Present:

Les Clark, District Administrator
Christy Cloud – Business Services Supervisor (by phone)

Guests Present:

Public Presentations and Comments

Approval of Minutes- February 24, 2020

A motion was made by Director Heimiller and seconded by Director Jorgensen to approve the minutes.
All Ayes – Yes Motion Passed - Yes

Approval of Cash Disbursements- February 2020

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

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

Motion passed – Yes

Old Business:

- a. **Franklin Field Lights Update** – We have the final report from Pasquini which Les read to the Board. Les will seek advice from CAPRI – there are still parts of the report that we don't agree with. Director Orrin instructed staff to contact the California State License Board in regards to the original company that did the work at the fields and inquire as to the bond.
- b. **Diamond in the Rough** – Nothing to report at this time – this is currently on hold in light of the Covid-19 pandemic.
- c. **Resolution 20-01 – Housing Allowance** – This resolution was approved by the Board in January 2020 and needs to be signed.

New Business:

- a. **FY 19/20 Mid-Year Revisions** – Mid-year revisions for 19/20 bring the budgeted total to (\$494,000) which is a savings of almost \$200,000. We did add the Natatorium back to the budget for June 2020 but that may change with the current pandemic. We are expecting more tax revenue than originally budgeted.

A motion was made by Director Jorgensen and seconded by Director Heimiller to approve the revisions as presented.

Roll Call: Director Jorgensen – yes, Director Heimiller – yes, Director Swearingin – yes,
Director Davis – yes, Director Orrin – yes.

All Ayes – Yes Motion Passed – Yes

- b. **FY 18/19 Audit** – Our 18/19 audit was a good one and without issues. We did have fraudulent checks come through the bank during the on-site audit and Les did bring these to the attention of the auditor. They did list them in their findings and Les will draft a letter of explanation in rebuttal to this finding.

Attorney Comments: None

District Administrator Letters, Announcements or Requests: Per Governor Newsom's executive order, Les instructed staff to stay home Friday and today. We will continue to work key staff and those that will stay home will use sick pay and comp hours. Potential reimbursement for loss of staff and hours in the future.

Board Member Announcements or Requests: The board requested an email sent to each of them showing who is on what board committee.

Items for Future Agendas: Franklin Field light poles update

A motion was made by Director Heimiller and seconded by Director Jorgensen to adjourn the meeting.

Adjournment: Meeting adjourned at 7:12 pm

Next regular meeting is April 27, 2020

Board Member

Board Member

Board Member

District Administrator