



Western Gateway Recreation & Park District

MINUTES

BOARD OF DIRECTORS' MEETING
Wednesday, October 18, 2017 - 6:00pm
Buttermaker's Cottage

1. **Call to Order/Pledge of Allegiance** - Chairwoman Peirce called the meeting to order at 6:07pm. Vice Chair Bryant led those gathered in the Pledge of Allegiance in honor of his friend and fallen Vietnam soldier, Sergeant Larry Wood.
2. **Roll Call** – Nancy Peirce, Chair, present; Cliff Bryant, Vice Chair, present; Jim Driver, Director, present; Dan House, Director, present; Chris Harris, Director, present.
3. **Introduction of guests** - Walter Bringman, Community Member; Riley Houser, Young Community Member; John Houser, Community Member.
4. **Agenda Approval** – Vice Chair Bryant moved to adjust the agenda to move the placement of a Memorial Bench by Mr. John Houser from Buildings and Grounds after Public Comment. Director House seconded the motion. The motion carried.
5. **Public Comments** - None
6. **Advisory Groups - Reports and Presentations**
 - a) Buildings and Grounds
 - i) John Houser asked for the Board's permission to purchase, place, and dedicate a bench in the park in memory of his recently-passed father, Robert Houser, who built the retail store known as Houser's Hardware at the intersection of Penn Valley Drive and Spenceville Road. Chairwoman Peirce informed the Board of the historical ties that the Houser family have to Penn Valley, and how Houser's Hardware led to greater development of Penn Valley. Chairwoman Peirce suggested that the proposed bench be placed near the Park entrance with a plaque commemorating the late Mr. Houser's role in Penn Valley history, as a real estate broker, contractor on many of the homes across from the park on Easy and Siesta Streets known then as Lazy Valley Acres, as well as owner of the the hardware store . Director House moved to approve the Bench, the bench placement, and the accompanying plaque. Director Driver seconded the motion. The motion carried.
 - ii) Walter Bringman voiced his support for the development of an RV Park near the ballfields, which currently exists in the Park's master plan. He advocated for the RV Park as a way to generate recurring revenues on the Park's behalf. The Board was receptive to the idea and responded that the initial stages of development, namely bringing electricity to the site, is already underway. Mr. Bringman also voiced his strong support for the Park to develop a standard for park benches, so that when someone would like to donate or dedicate one, the process is already streamlined.
7. **Minutes** – Vice Chair Bryant moved to accept the Board minutes of September 20, 2017, as presented. Vice Chair Harris seconded the motion. The motion carried and the Board minutes of September 20, 2017, were accepted as presented.
8. **Old Business**
 - a) Pleasant Valley School Acquisition - Chairwoman Peirce and Vice Chair Bryant provided information on upcoming PVSA meetings with our attorney, our Supervisor, and finally the Penn Valley Union Elementary School District negotiation team. Vice Chair Bryant informed the Board that we still haven't received the appraised valuation for the property. Chairwoman Peirce informed the Board of the research Vice Chair Bryant and Secretary Bringman have done to better prepare our team for negotiations. Director Driver announced that he wished to recused himself from discussions surrounding the Pleasant Valley School acquisition project. Vice Chair Bryant moved to postpone further discussion of the topic until prior to the adjournment of the meeting stating he did so only because it was the desire of Director Driver to be excused from the acquisition discussion. Director House seconded the motion. The motion carried and the topic was postponed.

- b) Injury & Illness Prevention Program - District Secretary Bringman provided a brief update on the Policy. He aims to have a formalized policy the Board can vote on by the November 2017 meeting.
- c) Resolution for revision of audit calendar - District Secretary Bringman presented the draft audit resolution to the Board. Chairwoman Peirce discussed the need for a revised audit calendar that lengthened the required audit frequency from annually to every five years with reviews in the years between in order to further reduce costs. She noted that she will work with District Secretary Bringman to formalize the resolution to further make it compliant and acceptable for the adoption by the Nevada County Board of Supervisors.

9. New Business

- a) Further Development of Disc Golf Course - Representatives of the Disc Golf Course were not present; discussion postponed for a future meeting.
- b) Civil War Reenactors: Cancellation due to area wildfires the week prior to the event - Chairwoman Peirce communicated that no language in our current contracts considers refunds based on "Acts of God". She sought Board input into what the District's overall cancellation policy should consider in addition to rain. Chairwoman Peirce directed that a revised contract will be brought to the Board for their consideration at their next regular meeting.

10. Correspondence

- a) Valley Oaks - Chairwoman Peirce commented on the letter received from the Valley Oaks Community Association Manager. Chairwoman Peirce took exception to the portion of the letter stating their manager had attempted to contact the park with no response, saying there had been phone calls and emails between them.
- b) Disc Golf - The Gold Country Disc Golf Association wrote the District to express its support of further developing and expanding the Hanging Oaks Disc Golf Course.

11. Financial

- a) Review & approve financial reports for September 2017 - Director House moved to approve the financial reports as presented. Motion seconded by Director Harris. Motion carried.

12. District Secretary's Report

- a) Project Updates - District Secretary Bringman provided the Board with a status update on upcoming events and all current projects including the statue removal, acquisition of a historical statue from San Francisco, Stage Pavilion grading, Amphitheater rehabilitation for movies in the park including the repair of irrigation Station #3, wood chips for Bocce Ball and the Amphitheater, revitalizing the volunteer association to facilitate the collection of donation parking fees next season, website update, Beale Air Force Base collaboration with the park, generator for Emergency Preparedness due to the recent area fires, ongoing homeless issues addressed.

13. Advisory Groups - Presentations or reports

- a) Buildings and Grounds
 - i) Pavilion Grading - Chairwoman Peirce provided an update on the Pavilion grading project.
 - ii) Bike Park - Chairwoman Peirce provided an update on the Bike Park.
 - iii) Creek Tree Removal - Chairwoman Peirce shared that Steve had gotten a bid for \$1,200.00 for a crane to remove the remaining trees from the creek. Director Bryant suggested using a block and tackle instead. Director Driver related his experience with tree removal on his property and had decided not to use a crane.
- b) Human Relations - No updates were presented.
- c) Financial - No updates were presented.
- d) Events - District Secretary Bringman spoke briefly on the status of events during his earlier report.

14. Liaison Reports - No reports were presented.

15. Director Comments - Director Driver expressed his hope that the park would be successful with the Pleasant Valley School Acquisition and then excused himself from the remainder of the meeting.

16. Pleasant Valley School - The Board discussed the status of the project, and further reiterated the desire to acquire the property in order to keep the land within the public sphere and to expand recreational opportunities within the district. Chairwoman Peirce noted the PVS Closure Committee Report in which the community noted some uses they desired for the closed school property, which included a park. Discussion followed concerning lack of an appraisal, the current zoning, and low income housing. District Secretary Bringman informed the Board he was doing internet research. Director Bryant expressed his understanding with the information he had researched including Education Codes, Government Codes, and the Naylor Act. Director Bryant brought up the idea of contacting community members, organizations, leaders, and the media. Chairman Peirce stated the Lake Wildwood Board had already been contacted with no response. Director Bryant stated that Government Code mandates low income housing must be built if the

park district or other public entity doesn't acquire the property. Chairwoman Peirce asked the Board to start thinking about financing, budget commitment, and a business plan to operate the facility.

17. **Adjournment** - Chairwoman Peirce asked for a motion to adjourn the meeting. Director Bryant moved and Director House seconded the motion to adjourn. The motion carried and the meeting adjourned at 8:14pm.