



Western Gateway Recreation & Park District

MINUTES

BOARD OF DIRECTORS' MEETING
Wednesday, February 21, 2018 - 6:00pm
Buttermaker's Cottage

- 1) **Call to Order/Pledge of Allegiance** - Chairwoman Peirce called the meeting to order at 6:00pm. Director Harris led those assembled in the Pledge of Allegiance.
- 2) **Roll Call** – Nancy Peirce, Chair, Present; Cliff Bryant, Vice Chair, Present; Jim Driver, absent; Dan House, present; Chris Harris, present
- 3) **Introduction of guests** - Chris Carpenter, Gold Country Disc Golf
- 4) **Agenda Approval** – Vice Chair Bryant moved to approve the Agenda as presented. Director House seconded the motion. The motion passed unanimously.
- 5) **Public Comments** - Christ Carpenter from Gold Country Disc Golf confirmed that his organization is serious about boosting revenue for the Disc Golf Course, and they have looked into ideas such as advertising signs at each of the holes. He agreed to meet with Vice Chair Bryant at another time to brainstorm ideas.
- 6) **Minutes** – January 17, 2018 - Vice Chair Bryant moved to approve the Minutes from the January 17, 2018, meeting as presented. Director House seconded the motion. The motion passed unanimously.
- 7) **Old Business**
 - a) Injury & Illness Prevention Program - District Secretary Bringman presented the amended draft of the IIPP to the Board for approval. Vice Chair Bryant moved to approve the program as presented. Director House seconded the motion. The motion passed unanimously, and the Program was adopted.
 - b) Bounce House Agreement - The Board discussed the revised Bounce House agreement. Vice Chair Bryant mentioned that he would like to see the agreement add language that the generators used for bounce houses not exceed a 20 decibel limit. Vice Chair Bryant recommended that the agreement be revised once more and resubmitted. There was no vote taken on this matter.
 - c) Western Nevada County Park Consolidation - Chairwoman Peirce reported on the recent meeting regarding the proposed Western Nevada County Parks consolidation project. She confirmed that the County hired consulting firm EPS as a contractor tasked with studying 1) the feasibility of submitting a new measure to the voters that would levy a parcel fee to support parks on all western Nevada County property owners, and 2) a potential consolidation of Parks and Recreation providers in western Nevada County. She mentioned that the stakeholders present agreed to continue meeting as the Western Nevada County Parks & Recreation Consortium. She confirmed that she was nominated as Chair of the group, and that the group will have its first meeting on 3/8/2018.
 - d) Brush Clearing - Vice Chair Bryant reported that Robinson Enterprises kindly provided equipment and labor to assist the Park in fire risk abatement. He confirmed that the spent personal funds to host a Park BBQ for the volunteers as a token of gratitude for service to the Park. He asked to be reimbursed for the funds. Director House moved to reimburse Vice Chair Bryant for the funds he spent on the BBQ. Director House seconded the motion. The motion passed unanimously.
 - e) Audit - Chairwoman Peirce introduced Resolution 17-04, which revises the audit calendar the Park is subject to from annual to every-other-year. Chairwoman Peirce also introduced the engagement letter from new audit house Jensen Smith, whose services will save the Park substantial monies in the years it is subject to audit. Vice Chair Bryant moved to adopt resolution 17-04. Director House seconded the motion. Motion passed unanimously, and Resolution 17-04 was adopted. Director House moved to approve the engagement letter with audit house Jensen Smith. Director Harris seconded the motion. Motion passed unanimously, and the engagement letter was approved.
 - f) League of Women Voters February Panel Discussion - Chairwoman Peirce reported on the recent Panel Discussion that the League of Women voters hosted concerning Parks and Recreation in Nevada County. She mentioned that Nevada County Supervisor Hank Weston mentioned Western Gateway Park, but that no current WGR&PD Board Members were invited to speak on the Park's behalf.
 - g) New Website - Chairwoman Peirce provided a brief update on the Park's new website, and presented those present with a few teaser pages to demonstrate the new user interface and functionality.
- 8) **New Business**
 - a) Updating Buttermaker's Cottage - District Secretary Bringman reported that he met with Len Stevens of Len Stevens Construction, who inspected the Buttermaker's Cottage and will provide a quote on a full rehabilitation of the building.

- b) Grants - District Secretary Bringman reported that he began completing a grant with Teichert Construction, and that he has also identified grant opportunities through State Parks.
 - c) RV Park Update - Vice Chair Bryant reported on current progress of the RV Park, and some of the action items that need to be completed prior to a soft opening in April 2018.
 - d) East Property Parcel - Chairwoman Peirce updated those present on the access issue the Park faces with its neighbor on the east side of the property. Vice Chair Bryant mentioned that at the current rate, the Park's neighbor appears to be laying the legal groundwork to argue for a Prescriptive Easement. He went on to mention that the Park should not allow a Prescriptive Easement to take hold.
- 9) **Correspondence** - There was no correspondence to report.
- 10) **Financial**
- a) Financial reports for January 2018 - Director House moved to approve the financial reports from 01/2018 as presented. Director Harris seconded the motion. The motion passed unanimously, and the financial reports from 01/2018 were approved.
- 11) **District Secretary's Report**
- a) Project Updates - District Secretary Bringman updated the Board on the status of ongoing projects such as grants, bids for a new solar system and new paving, a new Splash Pad, and a replacement statue for the Pavilion.
- 12) **Advisory Groups - Presentations or reports**
- a) Buildings and Grounds
 - i. Caretaker's Residence - Chairwoman Peirce reported that she and Vice Chair Bryant inspected a used mobile home as a potential replacement for the caretaker's residence, but declined to move forward. She mentioned they are still on the lookout for a solution.
 - ii. Chamber Announcement Sign - Chairwoman Peirce reported that the Chamber of Commerce ended its relationship with the contractor they signed to complete updates to the sign, and that they are in the process of identifying a new contractor.
 - iii. Brush Clearing - Chairwoman Peirce reported that Robinson Enterprises provided equipment and labor to help the Park with ongoing fire abatement work near the Dog Park.
 - b) Human Relations
 - c) Financial
 - d) Events - District Secretary Bringman provided an update on events booked for the upcoming season.
- 13) **Liaison Reports**
- 14) **Director Comments** - Vice Chair Bryant reported that he identified a used tractor in good condition for the Park to purchase.
- 15) **Adjournment** - Director Harris moved to adjourn the meeting. Director House seconded the motion. The motion passed unanimously, and the meeting adjourned at 8:26pm.