 Western Gateway Recreation & Park District

**MINUTES**

BOARD OF DIRECTORS’ MEETING

Wednesday, April 15, 2020

Regular Meeting 6:00 pm

Teleconference

1. **Call to Order:** Chairman Peirce called the meeting to order at 6:00 pm.
2. **Roll Call** – Nancy Peirce, Chairman, Present; Dan House, Vice Chairman, Present; Jeff Glover, Present; Lisa Thomas, Present.
3. **Introduction of guests:** Jeri Stone, President of The Friends of Western Gateway Dog Park, and Brandon Lindsen
4. **Public Comments** – Jeri Stone commented that she would like the board’s opinion on whether the dog park should remain unlocked. As this was an agenda item, Chairman Peirce suggested discussion would take place under item 10/a/i.
5. **Approval of Minutes –** Vice Chair House moved and Director Glover seconded to accept the minutes for the March 18, 2020 meeting as published. Agenda approved unanimously.
6. **Correspondence** –

a) Chairman Peirce reviewed an email from Sandy “Jake” Jacobson regarding the Western Nevada County Recreation Collaborative.

She also expressed concern about the denial of the Proposition 68 grant and added that the county will provide a grant writer to help the park request another. Chairman Peirce was also told someone from the county will help with finding financial relief from COVID-19 losses.

1. **Financial** –
   1. Financial Reports for March 2019 - Director Glover moved and Director Thomas seconded to accept the financial reports for March 2020 as presented. The motion passed with unanimous approval.
   2. Covid-19 Closure - Chairman Peirce conveyed the approximate loss of income to the park because of the park closure and reservation cancellations. Using data from 2018 and 2019 reservation income for March and April, she estimated a loss of $15,000. There was some discussion about federal assistance for small government entities. Chairman Peirce reiterated that the county will help with applications for assistance.

Chairman Peirce related hope that the upcoming Farmers’ Market could bring in income for the park. Movie nights and skate nights might also increase income, but each would require additional manpower. Previous growers’ markets brought in about $2,000 to $3,000 for the park. But this year’s market could bring in as much as $15,000 if it can be held year around as some farmers have requested. Director Thomas mentioned that a silent auction might be beneficial. Chairman Peirce responded that the bike park did one, but it was time consuming to organize. It was also mentioned that raffle prizes may be difficult to obtain with the business closures and financial losses due to Covid-19.

1. **New Business –** 
   1. Park COVID19 Closure – Chairman Peirce reported that she had given permission to the Gold Country Disc Golf Association to remove the disc golf baskets because of concerns of vandalism that took place at Condon Park. GCDA will reinstall them when the disc golf course reopens.
   2. Chairman Peirce also spoke about her concern for the safety of children and pets accessing the park from cars parked along Penn Valley Drive each day. She proposed opening the parking lot nearest the front gate for a few hours during the time when the park is most used. Director Thomas asked about opening the parking lot near the tennis court. Chairman Peirce answered that it would require extra manpower to assure that the cars have left before closing time. Director Glover replied that it would be a mistake to enable people to use the park. He asked, “What has changed?” Chairman Peirce responded with information from the Daily Situational Status Report that she receives from the Office of Emergency Services. Director Thomas moved, “In the interest of public safety I make a motion to open the front parking lot for limited hours from 10:00 am to 2:30 pm every day.” Vice Chair House seconded the motion. Directors House, Thomas, and Peirce voted in the affirmative. Director Glover opposed. Motion passed.
   3. Annual Audit of Financial Signatures - Director Glover moved that the four signatures on record are valid for any use. Director Thomas seconded the motion. Motion passed with unanimous approval.
2. **Advisory Groups - Presentations or reports**
   1. Buildings and Grounds
3. Jeri Stone asked the Board for clarification on the March park closure due to Covid19 in relation to the Dog Park. Chairman Peirce stated that Board’s decision had been to leave the dog park’s gates unlocked to prevent possible injury to users who might climb the fence. The vault toilet nearby would remain open to reduce vandalism and prevent sanitation problems. Jeri will clarify this to dog park users through their FaceBook page and internet site. Jeri Stone reported the Rattlesnake Avoidance Clinic has been cancelled due to Covid19. She hopes to reschedule.
4. Chairman Peirce noted that Maintenance Technician Bob Frey has been able to reduce the quantity of the NID water leak by making several repairs, but the issue has not been resolved 100%. Director Glover asked if the board would recognize the effort MT Frey has put into locating and repairing the leaks as it has been an arduous task over many months to find and repair. After some discussion, Director Glover moved and Vice Chair House seconded that the Board of Directors would generate a certificate showing appreciation for all three maintenance workers. Motion passed with unanimous approval.
5. Vice Chair House updated the board concerning the water intake box at the creek. He explained that, in the past, former Maintenance Worker Steve Gunder had equipment to do the job. It was difficult to do the job last year without that equipment. Vice Chair House added that Mark Allen will help install a redesigned intake box that will be self-cleaning. Director Glover offered to loan the park his plasma cutter if necessary.
6. Chairman Peirce informed the board that Chris Carpenter of Gold Country Disc Golf Association will perform maintenance on the disc golf course while the baskets are off. She added that the drinking fountain at the bike park is not working. She also mentioned that two picnic tables under the solar array will be moved to another area.
7. Next, Chairman Peirce commented that the mower had been repaired, having had a blocked filter in the fuel line, which was cleaned. The blade may need sharpening. Another possibility is that the mower might need a new deck, which would be less costly than a new mower. According to Maintenance Worker Bob Frey, replacing the mower deck will allow the park to go another season before replacing the mower completely.
8. Vice Chair House announced that the infield watering system at the ball field had been improved. They still want gravel around the storage unit, but recognizing budget constraints, that can wait until next year.
   1. Upcoming Events and Reservations Report
9. District Secretary White reported that there was one new reservation since the last board meeting. She also mentioned the number of cancellations due to park Covid19 closure.
10. Chairman Peirce added that the rodeo wants to reschedule park use for the parade set-up. She asked Vice Chair House about Little League and the Senior League. He answered that he didn’t know about Little League, but Senior League is preparing to play. Chairman Peirce replied that the park could lose about 1½ months’ worth of income from the ball fields. The park typically earns from $10,000 to $12,000 from April to September. Vice Chair House estimated that the loss would be 25%-50% of that amount.
11. Chairman Peirce reviewed the details for the Farmers’ Market. At this time there are three growers who have applied. The applications and guidelines are available on the park website. Farmers’ Markets are listed as essential; therefore, the plan is to begin on May 14th, 2020.
12. **Directors’ Comments**

Director Thomas applauded Chairman Peirce for being “forward thinking” concerning being fiscally conservative in advising the board on past expenditures and budgets. With the loss of rental/reservation income due to Covid19 we could be in much worse shape financially.

Chairman Peirce reminded the board of a court issue concern a dog incident near the park coming up on May 4th, 2020, that involves Western Gateway Park Foundation and Maintenance Workers Anthony Hill and Christina Salinas, but WGR&PD has not been named.

1. **Adjournment –** Director Thomas moved and Director Glover seconded that the meeting be adjourned. Motion passed unanimously. Meeting adjourned at 8:13 pm

18560 Penn Valley Drive  P.O. Box 597  Penn Valley, CA 95946

Phone/Fax (530) 432-1990  office@westerngatewaypark.com