



# Western Gateway Recreation & Park District

## MINUTES

BOARD OF DIRECTORS' MEETING

Monday, June 8, 2020

Special Meeting 6:00 pm

Teleconference

1. **Call to Order:** Chairman Peirce called the meeting to order at 6:04 pm.
2. **Roll Call** – Nancy Peirce, Chairman, Present; Dan House, Vice Chairman, Present; Lisa Thomas, Present; Brandon Lindsen (arrived 6:07 pm)
3. **Introduction of guests:** Lee Osborne, candidate for director vacancy
4. **Agenda Approval** – Chairman Peirce requested to have item 8) a) removed from the agenda. Director Thomas moved to accept the agenda as amended. Vice Chair House seconded. Motion passed with unanimous approval.
5. **Public Comments** – None
6. **Correspondence** – None
7. **Old Business** –
  - a) **Director Appointment** – Out of three candidates, only Lee Osborne attended and was interviewed. One candidate withdrew and one lives out of the park district. Director Thomas asked, “What direction do you see the park heading?” and “What challenges do you see facing Western Gateway?” Mr. Osborne responded that challenges ahead are fund raising and budgeting in such a way that the park will remain open. His response to what direction the park should take is to bring in more people and funds.  
Vice Chair House asked if Mr. Osborne has a lot of spare time. Mr. Osborne answered, yes, he is retired and would like to be active on the board. Director Lindsen questioned Mr. Osborne’s draw to the park, to which he replied that he likes the area. The park is a great place to bring his granddaughter. Chairman Peirce wondered how he had heard about the vacancy. His answer was that he had seen a flyer at the Penn Valley hardware store. She also asked what he enjoys about being a board member. Mr. Osborne remarked that he likes getting to know the board members and seeing the fruits of working together. He wants the board to be a good shepherd for taxpayer funds. He added that public service is satisfying.  
Chairman Peirce wanted to know if Mr. Osborne is involved in any of the user groups at the park. He responded no, although he is beginning to take up bike riding again, and he has an affinity for softball. Chairman Peirce explained that this is a volunteer position, ending in 2022 and that Board of Director meetings are generally on the third Wednesday evenings of each month. She added that an oath of office and filing of Form 700 are necessary. Director Thomas asked Mr. Osborne if he has had fiscal experience. Mr. Osborne replied that yes, he has. Chairman Peirce described the park’s budget, some of the board’s accomplishments and the development that has been accomplished through the park’s user groups.
  - b) **Park COVID-19 Closure** – District Secretary White summarized the Zoom meeting she had attended Monday morning. This brought up discussion concerning which events are allowed and which venues have opened. Vice Chair House concluded with an update on the senior softball group.
  - c) **Tasty Thursday Farmers’ Market** – Chairman Peirce reported on the addition of new vendors to the Farmers’ Market and the additional income the market creates. She has received lots of positive feedback and expects the market to continue to grow. Director Thomas asked about the income being generated. Chairman Peirce responded that the current total is about \$620.  
Chairman Peirce also described the station set up by Maintenance Workers Anthony Hill and Christine Salinas for receiving CRV donations during the Farmers’ Market, creating additional income for the park.
8. **Wildflower Project** – postponed until next meeting

**9. Financial –**

**a) Budget Workshop –** Chairman Peirce summarized the loss in unassigned income, explaining that Little League games have been suspended, which usually brings in about \$2,000 annually. Also lost due to COVID19 is about \$8,000 from other softball games. She concluded that the park is not in the hole financially, but neither is it doing great. Overall park income is down about 25%.

Chairman Peirce projected that the Farmers' Market will bring in about \$4220 for the fiscal year 2020/2021. Other budget changes she recommends include: lowering Ball Field Rental Income from \$10,000 to \$8,000, Buttermaker's Cottage Rental Income from \$15,500 to \$12,000, Open Space Rental Income from \$5,000 to \$4,000, Pavilion Rental Income from \$2,000 to \$1500, Picnic Area Rental Income from \$6,000 to \$5,000, Non-District Surcharge to \$500, and Interest Income to \$500. Donations should increase to \$500. The total for Unassigned Income would be \$42,300. Further recommendations are to drop Restricted Income from \$1800 to \$1,000. All other income categories remain the same. In the Expense category, Chairman Peirce suggested lowering Office Miscellaneous Expenses from \$3,000 to \$2,000. Insurance will be raised from \$5,000 to \$6,000. For Repair and Maintenance category, Equipment can be lowered from \$17,000 to \$10,000 and Grounds from \$15,000 to \$5,000.

Director Lindsen questioned whether labor costs can be reduced. Chairman Peirce responded by explaining that the yearly Performance Bonus will be reduced according to the reduction in income. There was discussion concerning different means of increasing income

**10. Advisory Groups**

- a) Chairman Peirce reported on the tree that fell onto Penn Valley Drive and the effort that Mike Colomb made to clear the road for traffic. Maintenance Workers Anthony Hill and Christina Salinas worked with CalTrans to cope with the clutter.
- b) i. District Secretary White announced that there were three new reservations, 11 more cancellations of weekly meetings and nine event cancellations since the May 20<sup>th</sup> meeting.

**11. Directors' Comments –**

Director Thomas mentioned that there has been a lot done at the Bike Park. She added that there has been amazing work done on the jump line by BONC and YBONC and that she has seen lots of little kids learning to ride there. And she suggested that a sign be made to direct riders to the section beyond the parking lot. Chairman Peirce commented on how helpful Robinson Timber has been.

Chairman Peirce informed the board that the fourth track at the RC park has just been finished. She also mentioned that the Rattlesnake Avoidance Clinic at the dog park went well.

**14) Adjournment –** Director Thomas moved and Vice Chair House seconded that the meeting be adjourned. Motion passed unanimously. Meeting adjourned at 7:41 pm