



Western Gateway Recreation & Park District

MINUTES

BOARD OF DIRECTORS' MEETING

Wednesday December 16, 2020

Regular Meeting 6:00 pm

Zoom/Teleconference

- 1) **Call to Order/Pledge of Allegiance** – Meeting called to order by Chairman Peirce at 6:03 pm. Pledge led by Director Lindsen.
- 2) **Roll Call** – Nancy Peirce, Chairman, Present; Dan House, Vice Chairman; present at 6:30; Lisa Thomas, Present; Brandon Lindsen, Present; Lee Osborne, Present.
- 3) **Introduction of guests** - None
- 4) **Agenda Approval** – Director Lindsen moved and Director Osborne seconded that the agenda be approved as presented. Unanimous approval.
- 5) **Public Comments** - None
- 6) **Correspondence** - None
- 7) **Financial Report** – *The Board reviewed the November Financials with Chairman Peirce pointing out the November revenue for rentals as well as income from the Farmers Market, firewood and CRV recycling. Director Thomas moved and Director Lindsen seconded that the November Financials be approved as presented.*
- 8) **Old Business**
 - a) **Park Donations** – *Gold Country Senior Softball Association made a significant donation of \$700.00 to the park. Chairman Peirce related that Cliff Bryant, Chairman of the Western Gateway Park Foundation, is open to having the Foundation reorganize with a new board in the near future.*
- 9) **New Business**
 - a) **Bookkeeper Compensation** – *Chairman Peirce reported that our contract bookkeeper may be making a proposal for an increase in fees in the new future.*
 - b) **Canine Search and Rescue** – *Chairman Peirce reported on the current delay with starting the Canine Search and Rescue use of the park due to Covid restrictions. They anticipate they will start when the current restrictions are lifted.*
 - c) **Trail Development** – *Director Thomas made a presentation on a working plan for park trail development using markers to identify individual trails in a color-coded system using natural materials to blend in with the area. She also proposed an area for bike park and other users for the purpose of gathering that will incorporate additional parking. This area could be used as a reserved rental for individual events such as parties. Director Thomas' proposal includes additions of linking trails, signs, picnic tables, a gate and spaces for eight cars.*
 - d) **Financial Audit** – *Chairman Peirce presented the completed draft audit for FY 17/18 and FY 18/19 for approval. The Board reviewed the document and discussed that portion where the auditors commented on financial processes. Chairman Peirce explained the accounts payable and reservation process. Director Osborne commented on the governmental accounting standards and the suggestion for separation of powers in relation to GASB (government standards). Director Osborne moved and Vice Chairman House seconded that the draft audit for FY 17/18 and FY 18/19 be approved as presented. Unanimously approved.*
- 10) **Advisory Groups - Presentations or reports**
 - a) **Buildings and Grounds**
 - i. *Office received information about the railing on the Stage Pavilion being removed and need to have a way to lock in the railing and signage to stay off the stage.*



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- ii. Director Lindsen reported that he has started the process to prioritizing the maintenance work that needs to be done and has organized it in a document that can be shared.
 - iii. Chairman Peirce reported that the mower deck for the John Deere mower has been received. It was purchased with grant funding.
 - iv. Director Thomas reported her progress with identifying plants in her trail system. She has enlisted a professional to help with the identification. Chairman Peirce complimented her on how well this new system is progressing.
- b) Upcoming events and reservations report**
- i. Upcoming Events Report – One Celebration of Life event and one cancelled Celebration of Life. Music in the Mountains is interested in exploring having a concert this coming summer.

11) Director Comments

- a)** Chairman Peirce thanked Vice Chairman House for the Gold Country Senior Softball Association's donation. A thank you letter and certificate will be drafted for signatures.
- b)** Director Osborne reported attending the CARPD seminar for Directors. He learned how other park districts have gotten creative in replacing lost revenue due to Covid.
- c)** Chairman Peirce reported a park worker's compensation claimant from 2008 had filed an extension to that claim. She reported it to the director at CAPRI, our current carrier, who has inquired about the claim on the park's behalf. No outcome has been received to date.

- 12) Adjournment** – Vice Chairman House moved and Director Lindsen seconded that the meeting be adjourned. Unanimous approval. Meeting adjourned at 7:21 pm