



Western Gateway Recreation & Park District

MINUTES

BOARD OF DIRECTOR'S MEETING

Wednesday July 19, 2023

Regular Meeting 6:30pm

Buttermaker's Cottage

- 1) **Call to Order/Pledge of Allegiance** – Board Chairman Nancy Peirce called the meeting to order at 6:33pm. Director Brandon Lindsen led the pledge
- 2) **Roll Call** - Board Chairman Nancy Peirce – present, Vice Chairman Dan House – present, Director Brandon Lindsen – present, Director Sharon Lewis - present
- 3) **Introduction of guests** – David Ryan, Gladys Martines, Louie Osterude, Marco Glendening
- 4) **Agenda Approval** – Director Lindsen made a motion to move NID treated water usage after public comments then 9a. Director Lewis seconded. Passed unanimously.
- 5) **Public Comments** – Marco Glendening gave an update on the Dog Park– the issues with the toilet seat at the dog park is that it is not attached. He would like to reattach it, but cannot because the bathrooms are locked. Chairman Peirce reviewed the issue. The bathrooms need to be cleaned, so she had them locked. She locked the bathroom and notified Tom and Jeri. They will remain locked until the park has the staff to be able to address it. The park is currently low on staff. Marco also informed the Board that there is a hole in the roadway that used for emergency vehicles. There is a turnout that is failing. It is right in the roadway to access the dog park and the bike park. Chairman Peirce explained that there is deep hole for the irrigation box. It is in the roadway that is specifically for emergency access. It should be cabled off. It is not a roadway that is to be used. Let us know if the cable is down or the lock is cut. We have more cable and lots of locks. The irrigation box is a standard size. Director Lindsen has a ton of them. This is the box that was installed for the well. Marco texted Jeri about the electrical going out to the pump. He would like 4 110 electrical outlets in the shed for charging equipment. Chairman Peirce instructed him to bring a proposal to the Board advising Marco to let the Board know what he needs and where it will be going. He needs to provide a schematic. Chairman Peirce will connect with the Bike Park.

NID treated water – leak alert - Chairman Peirce noted water flowing out of the flag garden on July 13. There is a 6am unknown everyday and an 8pm and 9pm. This is the Dog Park sprinklers. She has communicated with Tom and Jeri. It was his understanding that it was on the well and not NID. Chairman Peirce turned off the NID supply to the dog park. The 6am flow is not the dog park. The point being is that the Dog Park paid \$5000 with the dog park to have the well put in and Tony for plumbing to the sprinklers. Jeri said that there was not enough water pressure from the well to run the sprinklers. It is believed that they switched from the well to NID to get sufficient pressure. They were using 1500 gallons per hour for two hours running the sprinklers. Marco thought there were 8-10 sprinklers – one sprinkler per tree. There is quite a bit of run-off. Director Lindsen asked if they were not whether they were fundraising for drip irrigation. Marco

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Western Gateway Recreation & Park District

would like Director Brandon to address that with them. Drip irrigation would shorten the time.

- 9a) Park Information Sign** - Louie has been working on this project for about 5 months. He wanted to make sure that the County was on board. He designed it 6" less than the required 4'x8'. Inside the frame is smaller - 7"6. The wood frame slips inside the metal frame. He wants to call it a message board and not a sign. It anticipates it being changed 2-3x a month. The County just covers signs. Hoek recommended using a structural engineer. A local person agreed to handle it, but took months. Ended up going with Lincoln and Long Engineering. They have structurally engineered for the sign. Then tried to restart the process with the County. County came back that the sign needed to be 4x5". It won't be readable. They were adamant about the 20 square feet. Louie got in touch with the people who do digital signs. The County says he can't do that. At this point, Louie is willing to return the money to the donors and just say no. He has checked and measured all of the local signs; not one of them meets the County specifications. He is asking the Board how they would like to proceed. Chairman Peirce stated that the County can waive anything. We have to go to the Planning Commission and have the Supervisors vote on it. Chairman Peirce will get it on the MAC agenda and have MAC write a letter of support. This needs to be a community driven project. Chairman Peirce and Louie will get together to draft the paperwork.
- 6) Correspondence** Vice Chairman Dan House submitted a copy of the letter requesting Park re-imbursement he sent to the ball players with regards to the recently purchased AED. Chairman Peirce provided a fertilizer schedule from the past. She brought to the Board's attention that field #4 has a lot of weeds because the fertilizer schedule has not been maintained. Director Lindsen commented that prices have probably since doubled. He will get the current prices and a substitute for the fertilizers that are no longer available.
- 7) Board Minutes** - Due to technical issues, the June minutes were not available to review at this meeting.
- 8) Financial Report** Chairman Peirce led a review of the June financials. Director Lindsen made a motion to accept the financials as presented. Vice Chairman House seconded. Passed unanimously.
- 9) Old Business**
- a. Park Information Sign - Moved after public comments. See above.
 - b. Financial Audit - District Secretary Destiny Bradt has been in contact with Kimberly up at the County. Kimberly has provided the names of potential accountants that can perform the audit. District Secretary has been in contact with them. Fechter CPA has responded stating that they would do the audit for \$6,500 per year not including the report. Our budget is \$20,000. Chairman Peirce was thinking \$14,000 for four years. Kimberly agrees that \$6500 per year is pricey and gave us three additional names. As long as Auditor Gina Wills sees that we are making an effort, they will not penalize us.
- 10) New Business**
- a. Ballfields - Vice Chairman Dan House gave an update on the Senior Softball. He had come into the office to bring in the information on the AED and it was brought to his attention that Senior Softball did not have a contract for 2023 and possibly hadn't paid for 2022 season. He will check into this and calculate how much the

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Senior Softball League owes. He didn't see any NID leaks in the ball fields. He did receive a letter from his softball colleagues. They would like to name one of the fields after one of their members. Chairman Peirce suggested that it should have a time limit. Vice Chairman House would like to put up a temporary sign. He also noted that most of the wood is out of the creek and will be moved up and out of the way. The netting still needs to be fixed.

- b. Park Signs – It was asked by park users/dog walkers to replace old 'Dogs on Leash' signs. We will need new treated posts. Director Lindsen suggested metal posts. We will need 6 signs. Vice Chairman House made a motion to direct District Secretary Destiny Bradt to purchase the appropriate number of signs and posts for the park not to exceed \$400. They should be predrilled, and posts should be purchased in 10 foot lengths cut in half. Director Lewis seconded. Passed unanimously.

11) Advisory Groups – Presentations

a. Building and Grounds

- i. General Park Maintenance – Chairman Peirce gave an update on the park sprinklers. The sprinklers have been an issue. Bob thought that he had programmed them, but they are inaccurate. Tom has taken this on. He got on Youtube, and figured out the sprinklers. Now he is evaluating the individual sprinklers. It is improving. According to Director Lindsen, P&P will be coming out next Thursday and Friday. They will be going through every zone and adjusting as needed to determine timing and if they need to be moved. They will be doing a comprehensive once over of the entire property. The Board previously approved \$2500. Director Lindsen will send over workers to move sprinklers if necessary. Tom can be there. Chairman Peirce recommended a new program. Director Lindsen said that would be possible once we have wifi and a timer capable of this many zones.

Chairman Peirce gave an update on the main restroom. All of the repairs are finished. We won't plant grass until the rains come. The total cost was about \$6000. A large part of the cost was putting risers on the two tanks. The vault toilet was just pumped July 17, 2023.

Chairman Peirce gave a further update on the NID water usage. Maintenance is coming up with another plan to water the flag garden. It would be less expensive to run irrigation than treated. The timer in the flag garden was not working. Jason had been manually turning it on and off. Nancy turned it off. The front garden is manual. We can turn the sprinklers that are irrigation.

Chairman Peirce gave a report on garbage management. Tom suggested getting a 7 yard bin over in the maintenance yard and have it picked up weekly. Director Lindsen advised against having the garbage trucks crossing the creek. It is much cheaper to do dump runs. It would have to



Western Gateway Recreation & Park District

be located by the restrooms. After considering the cost, it was determined that it would not be cost effective.

Chairman Peirce gave an update on maintenance volunteers. She and Destiny will work together on updating the volunteer form. Andy was a volunteer mower. We need to reach out to the community and see if we can find more volunteers. We could assign them an area such as #4 and over the hill. #3 took Tom and Jason 4 man hours. We need some help getting the mowing done. This would free up Jason to do what he has to do.

Chairman Peirce gave an update on the Farmer's Market. She will be meeting with Jen and Kathy tomorrow to settle up and go over the amount of vendors.

b. Upcoming events and reservations report

- i. Events Report** – District Secretary gave an update on upcoming events. Reservations have been down. There are 3 Four Creek Site reservations coming up in the next couple of months. Praise in the Mountains is scheduled for September 2nd. The Penn Valley Community Foundation Fundraiser is scheduled for September 16th.

12) Director Comments – Chairman Peirce noted that Doug Fleming has agreed to be the project manager for the RV project. She has a meeting with Doug Fleming and Erica Seward regarding the playground project and the RV project. We need recommendations on the creek crossing.

Otherwise, there were no other Director Comments.

13) Adjournment Vice Chairman House made a motion to adjourn. Director Lindsen seconded it. It was passed unanimously. The meeting was adjourned at 8:38pm.