

# Western Gateway Recreation & Park District

## MINUTES

### BOARD OF DIRECTOR'S MEETING

Wednesday, June 21, 2023

Regular Meeting 6:30pm

Buttermaker's Cottage

- 1) **Call to order/Pledge of Allegiance** – Meeting was called to order at 6:34pm. Director Lindsen led the Pledge of Allegiance.
  - 2) **Roll Call** – Chairman Nancy Peirce, Vice Chairman Dan House, Director Brandon Lindsen, and Director Sharon Lewis
  - 3) **Introduction of guests** – Tom Harnett, Jeri Stone, Gladys Martines, Jenn Gaddis and husband
  - 4) **Agenda Approval** – Director Lindsen made a motion to accept the agenda with the move of item 10b and Events report to after public comments. Vice Chairman House seconded the motion.
  - 5) **Public Comments** – Tom Harnett wanted to know if there was any progress on the volunteer waiver. No. He also wanted to know if the Board benefitted from Microsoft 365 Non-profit. No. Gladys Martines gave an update on the flags she ordered for the park. They should be here by Friday. She also inquired about the status of the WGP sign project. Chairman Peirce gave an update. Louie got caught up in getting the engineering of it done. Director Lindsen stated that the engineer did sign off on it. He's waiting for a final from the County.
- 10b.) Touch a Truck** – Jenn Gaddis gave an explanation of the Touch a Truck event. Trucks are made available for kids to touch and climb through. The local fire department gets involved as well as the local police department. They have booths set up and food available. The events help educate the community about what 530 Recovery does. They also do Halloween events and Christmas parades. WGP has them on the calendar for July 22, Halloween, and Christmas. The Christmas event is also a toy drive. Chairman Peirce explained that they were thinking about opening the park as a staging area for the December event with Cottage being available as a warming station with hot chocolate. Director Lindsen stated that the idea was to exchange the reservation fee for a workday.

They provide the catering, and all of the proceeds goes to the non-profit.

**11b.)** – Dog Park Flea Market report. Jeri Stone gave a report on this recent event. A few vendors did not show up at the last minute. They grossed around \$800 instead of the \$1000 that they were anticipating. If they do it again, they are going to have to increase the price from \$20 to \$30. The vendors said that they did okay. They didn't have enough volunteer help. Tom thanked Nancy for her help. Parking worked out well. They will do more signage next time.

**6) Correspondence** – Chairman Peirce explained that last 4<sup>th</sup> of July weekend Tony and Chrissy left the park without notice. They were not let go. The technical term is job abandonment. By August or September, Chrissy filed for unemployment. Peirce contested that. They denied her unemployment and she has now appealed that. We were notified that she applied for an appeal and that there will be a hearing.

There is a group of Bocce Ball players that had a member pass away that was 97 years old and they want to put in a memorial bench in his name.

**7) Board Minutes** - Chairman Peirce noted that Erica's last name was not included and asked that it be added. Vice Chairman House made a motion to approve the minutes as May 2023 minutes as amended. Director Lewis seconded. Passed unanimously.

## **8) Financial Report -**

**a. May financial reports** – Chairman Peirce led a review of the May 2023 financial reports. They were a little skimpy because the bulk of the information would fall under the Budget for 2023-24. She asked Michelle to add our April parcel fee. Total checking and savings as of May 31, 2023 is \$235,675 which includes restricted. Actual operating is \$145,230. Restricted is strictly for capital improvements to the park. Income was about \$6000. Expenses were about \$8000, so we are about \$2000 behind. Director Lindsen made a motion to accept the May financial reports as presented. Director Lewis seconded. Passed unanimously.

**b. Budget for 2023-24 financial year** - Chairman Peirce led a review of the Budget for 2023-24. Much of the packet was already seen by the Board last month. First sheet was the Budget vs. Actual. We got within 91.8% of our target and we actually budgeted more than we ended up spending.

**c. Annual district parcel fee resolution** – Director Lindsen made a motion to have the County collect our parcel fees for the fiscal year 2023-2024. Director Lewis seconded the motion. Motion passed unanimously.

## 9) Old Business

- a. **Park Information Sign** - This item was covered under public comments.
- b. **Main Restroom Walkway** – Chairman Peirce said that the walkway looked beautiful and commented to Director Lindsen that she really appreciated the sewer clean-up. They also put the bumpers for the handicapped. The contractor needs to be set up as a vendor with the county. Then he will be able to be paid.
- c. **Caretaker Position** – Chairman Peirce gave an update on the Caretaker position. Nina is there. She has had some push back. She did get herself some pepper spray. Things have settled down for her and she has gotten into a routine. She was given a packet for the caretaker position. With 3 days notice, she has to leave. She can also leave at will. If she wants, she can stay until the end of October.
- d. **Gap Loan** – The board discussed a 0% gap loan from the County for grant purposes. This was talked about in May. Chairman Peirce is going to go ahead and execute that letter. She already gave Erica up at the County a heads up that we would be doing this. Director Lindsen asked if it was for a specific grant or if we could use it as we need it. Chairman Peirce replied that it is for both grants and can be used as we need it.
- e. **WNCR&P Meeting** - This was North San Juan, Western Gateway, and Bear River. Everyone met and gave an update as to what they had been up to. Also talked about rec programs.
- f. **RRMP Stakeholder Working Group** – The Stakeholder meeting is coming up. Chairman Peirce believed that it was going to be in July. This is the big one. Anyone and everyone who is associated with recreation in the County can attend. It is a virtual meeting. There is an online survey about recreation that can be taken if you have not taken it. They have hired a consultant. Chairman Peirce will forward the email regarding this meeting.

## 10.) New Business

- a. **Financial Audit** – Chairman Peirce gave an update on the financial audit. Smith and Jensen was not able to keep us on as a client. They promised us in February that they could do it in June. That is what she told the County. Smith and Jensen finally ended up saying that they weren't going to do it. Destiny talked to the lady at the County who said that she would find

someone for us. There will be more than one audit to do. They were charging us per year \$3,500. We have three years to be done. That is why there is a \$10,000 budget for it. Because Destiny only works three days a week and she works short days, Chairman Peirce is going to ask Nina and put Nina on the payroll to help prepare for the audit.

- b. Movie Night Touch a Truck Event** - Movie night is Thursday night. Jason got the banner up. Chairman Peirce went to the shed and found all of the equipment. It's been posted on Facebook. It will be the Sorcerer's Apprentice. There will be face painting, a bounce house, and Gramma's House with hotdogs, Philly cheesesteaks and pretzels.
  
- c. Softball Field #2 Fence** – Chairman Peirce filed the claim. Cole has not responded. She called the fence store. She has not gotten a call back. Geico says that until she gets them a repair estimate, they can not pay out. Vice Chairman House says that he fixed the fence. Director Lindsen suggested Gold Country Fence.

## **11.) Advisory Groups – Presentations**

### **a. Building and grounds**

**i. General Park Maintenance** – Vice Chairman House states that the irrigation intake box is cleaned out.

Director Lindsen called Pete of P & P Sprinklers to get on their schedule to do a full inspection and repair of the entire park. This item has already been budgeted. Jason says there are more sprinkler heads. Director Lindsen came over and redid the schedule. The problem was that there was a picnic and the sprinklers came on during the picnic. The renters went to Nina. Nina contacted Nancy. Jason went over and turned off the whole system which threw everything off. Director Lindsen says that the sprinklers run from 9pm to 7:30 am. Chairman Peirce asked if there was a way to turn off the sprinklers to a specific area. Director Lindsen stated that this is why we should have a wi-fi system. Then we could turn off the sprinklers for certain days and times depending on events. Chairman Peirce asked him to look in it them. Without wifi access in that building, it wouldn't work.

Chairman Peirce gave a report on the Men's restroom work. Roto-rooter, Navo and Sons and 49er plumbing all came out. 49er plumbing did one aspect of it. They did a great job, but insisted on being paid before coming back to do the rest of the job tomorrow. We can't pay that way. They are not a vendor with the County. So she called Navo back and said they sent two guys out. They were awesome. Roto-rooter came out and consulted and did not charge. Navo and Sons came out with a camera. They put the camera down both men's and women's. They were able to identify the blockage. The PVC is crushed causing the blockage. We had USA come out to tell us if there were electrical lines. Navo and Sons exposed both lids. There are two tanks. They pumped the men's tank. It had been pumped in

2001. The other tank had never been pumped. Jason was to expose the pipe with the backhoe once the electrical had been discovered. Jason has a lot of work to do. Chairman Peirce's husband recommended their son-in-law's father – Tom Gomes. Tom came down and worked about an hour and a half. He was able to expose both of the lids. Navo and Sons will be out tomorrow to pump the women's tank. Then they will do the repairs. Chairman Peirce gave a summary of the estimates. Costs of pumping and repairs came to about \$3500. She will have all of the real numbers next month. Tom Gomes would like to help the park out. He would be able to do some of the mechanical repairs that are needed, i.e. the red mule and the white golf cart.

## **b. Upcoming events**

**i. Events report** – Chairman Peirce gave a report on upcoming events. There is movie night Thursday. Music in the Mountains has concerts on July 1<sup>st</sup> and July 3<sup>rd</sup>.

**12.) Director Comments** – Director Lindsen commented that Tim the Tree Man was going to grab the branch off the Pavilion. He will send his crew by the end of the day tomorrow. Vice Chairman House stated that there were trees in the creek by the pumphouse. They got about 50% out of there. The guys he got to do the additional work were about \$2500. They need a vendor data package. Most of the tree that was in the swimming hole has been cut up and removed. Jason bought a chainsaw and is ready to jump in the creek and cut the tree up.

Director Lindsen asked whether they had discussed the creek crossing last month regarding the undermining. Chairman Peirce and Vice Chairman House took a look at it. The water goes in, but then there is a section that is rusted out. When the flow is up you can't tell, but when it is down it is not flowing out. She spoke to Richard about it. She thinks that we just need to put a sleeve through it. On one of the inlet sides, you can see that that is what they have done. Director Lindsen asked if Richard's work was demolishing and rebuilding or just laying on top of the current crossing. Chairman Peirce researched getting the existing plans for the creek crossing. They have nothing. The suggestion was to make a records request. We may be able to come up with the plans from sometime in the mid-80's. He had plans in the late 80's to replace the current structure with a bridge. Those plans were active for a year and then they cancelled them. The project never took place. Richard's plans are to build on top of the existing creek crossing.

Director Lewis had no comments.

**13.) Adjournment** – Vice Chairman House made a motion to adjourn. Director Lindsen seconded the motion. Passed unanimously. Meeting adjourned at 8:44pm.

Respectfully submitted,

Destiny Bradt

District Secretary