



# Western Gateway Recreation & Park District

## MINUTES

### BOARD OF DIRECTORS' MEETING

Wednesday July 17, 2024

Regular Meeting 6:30 pm

Buttermaker's Cottage

- 1) **Call to Order/Pledge of Allegiance** Meeting called to order by Chairman Peirce at 6:34 PM; pledge lead by Director Lindsen.
- 2) **Roll Call** – Nancy Peirce, Chairman, present; Sharon Lewis, Vice Chairman, present; Dion Reif, present, Brandon Lindsen, present
- 3) **Introduction of guests** David & Chris Ryan, Dog Park; Supervisor Sue Hoek, Todd Ferry, Bocce Ball Courts; John Agle, Bocce Ball Courts; Tom Hartnett, Dog Park; Jeff Stoops, Disc Golf
- 4) **Agenda Approval** – Director Lindsen proposed item 11a follow item 10b, Director Lindsen motioned, and Director Lewis seconded to accept the amended agenda. Unanimously approved.
- 5) **Public Comments** – No public comments.
- 6) **New Board Member** – Supervisor Sue Hoek swore in Dion Reif, who recently filled a vacant Board of Directors seat. Term expires 2026.
- 7) **Correspondence** – No correspondence.
- 8) **Board Minutes** – Voting protocol was discussed due to board member changes and meeting attendance. Director Lindsen moved that the minutes from June 19<sup>th</sup> be approved as presented. Director Lewis seconded the motion. Unanimously approved. Director Lindsen moved that the minutes from June 5<sup>th</sup> be approved as presented. Director Lewis seconded the motion. Unanimously approved.
- 9) **Financial Report** – June Financial reports were reviewed. Director Lindsen moved that the June 2024 financial reports be approved as presented. Director Reif seconded the motion. Unanimously approved
- 10) **Old Business**
  - a. County of Nevada Fees Waiver – Supervisor Sue Hoek announced that they were ready for a conversation. She has done research, and spoke with Steve Randall regarding special Truckee park funding, which was established in 1969, and has a better understanding of the Truckee park's funding. A total of 59 park permit fees have been waived by the county for Western Gateway. Supervisor Hoek stated that some data is incomplete, but it is time to meet and discuss how to best move forward and put the waiver request before the Board of Supervisors. Chairman Peirce stated she would like to be on the ad hoc committee. Director Lindsen moved and Director Lewis seconded a motion to appoint Chairman Peirce and Director Lindsen to represent the park in an ad hoc committee to meet with the county representatives on the topic of and to move forward with the fee waiver resolution. Unanimously approved
  - b. Bocce Ball Courts – Todd Ferry expressed he is currently feeling at a loss regarding the current repair status, after previously feeling some excitement about the upgrade possibilities, league play, and his conversations with Chairman Peirce. Chairman Peirce discussed goals and estimates for the Bocce Ball courts, including getting ahead of needed repairs and improvements, which prompted the Young's estimate obtained by Jeff Stoops. Mr. Ferry stated he was not crazy about the Young's estimate direction but noted he has obtained three other estimates that are higher. He has been trying to source quotes for similar carpet or putting green material. One option costs \$105K for six courts but the carpeting would last fifty years. The courts are still good for a couple of years.. He doesn't like the idea of shrinking the courts and can source material that is 15 ft wide, which should eliminate seams. He has also looked into putting green material used at 49er Fun Park. He has asked a player, Joanne Sorresse, to help with her grant-writing skills Mr. Ferry also shared that Bocce organizations who are promoting the sport statewide are interested in Western Gateway as a location for regularly occurring tournaments, with sponsorships similar to Cornhole. John Agle commented that Chico recently upgraded their courts and added other NorCal players love the Gateway courts. Covered courts would be even more valuable for tournaments. Court side rails are splintering. He is hoping for cooperation between the park, county resources, grants and human labor and/or financial resources. Director Reif inquired about revenue potential for the park. Mr. Ferry assessed Bocce will not provide significant income for the park; speculating typical tournaments would bring in \$3200 twice a year, more if he solicits local donations for prizes. Mr. Ferry assessed organized league play would be needed to generate revenue. Chairman Peirce noted that league play is organized by the sport, such as Little League or Senior Softball, where players pay to join the league. Supervisor Hoek mentioned several grant options that might be available.

\*11 a. Dog Park Electrical - Estimate and schematic were distributed for review. Chairman Peirce advised that the Dog Park did not originally have electric service. The need arose when the bike park was established and needed water for maintenance purposes. A well was drilled to provide the dog park with irrigation water and the bike park for their maintenance. A trench was created from utility pole to the pressure tank and well. This line and service panel are not connected to the park's solar array. The original need for the proposal was to add an electrical outlet to the shed for charging purposes. Chairman Peirce expressed concern relating proposed lighting and park neighbors. Director Lindsen inquired if the lighting was proposed for security reasons. Chris Ryan responded that security is a concern; there have been several instances recently, including a break in that resulted in theft of their generator. Mr. Hartnett commented they are also looking into security cameras. Chairman Peirce noted that for the past five years the vault toilet has been left locked at night to help prevent vandalism. Five cameras are installed outside the maintenance shop. Police have advised the visual is not adequate and they are not usable for identification. Director Reif advised that sound works and battery operated alarms are effective in scaring off offenders. Director Lindsen noted that the biggest value of electricity at the Dog Park is charging equipment and the obtained bid is cheap for the amount of trenching and wire. Director Lindsen stated he was in favor of setting aside funds to help finance the project. Ms. Ryan noted that the Dog Park is on well water which did not work during the power outage. Chairman Peirce advised the Dog Park faucets should be on NID treated water, and the sprinklers connected to the well. If the bike park water faucet cannot be connected to NID treated water year round, the park should remove the drinking faucet. The current extent of weeds this year, and possible resolutions, was discussed. Director Lindsen inquired if the Dog Park had funds to support the project. Mr. Hartnett advised the proposed wrap around lighting is for the interior. Director Lindsen moved and Director Reif seconded a motion to approve the schematic minus exterior lighting fixtures. Chairman Peirce amended the motion to approve the schematic, minus anything on the exterior, including the two LED strip lights, two electric receptacles, power to the building, subpanel, labor and materials, and funding of \$1250. Director Lindsen seconded the motion. Unanimously approved.

- c. Mower Repairs – Chairman Peirce stated that the park now has four working lawn mowers. The Grasshopper had a new radiator installed and needed some additional work. The Scag starter was fixed. The John Deere's line drive was replaced for \$500. Last Friday, a three year old Toro was sourced in Lincoln. The seller threw in extra blades, etc. It needs a canopy, which will cost approximately \$200. Cost should end up just under \$10K.
- d. Ball Fields – Chairman Peirce advised that all electrical issues have been resolved. The scoreboards were up and working for the Little League tournament. Not sure if receptacles at backstops were repaired; they had been vandalized. Cost from Gray Electric for repair was \$3500.
- e. Park Sign – Louie is sourcing sturdier letters, which are smaller and may allow for an extra line.

## 11) New Business

- a. Dog Park Electrical - see above.
- b. Memorial Tree – Chairman Peirce proposed planting a tree, with a plaque, in front of the Buttermaker's Cottage in memory of Bob Frey. It would be planted behind an existing bench where a cedar fell last winter. Director Reif moved and Director Lewis seconded a motion to approve. Director Lindsen abstained from voting. Unanimously approved.
- c. Disc Golf Course – the subcommittee met, comprised of Chairman Peirce, Director Lindsen, Jeff Stoops, Mike Woodman and Mike Travers. Director Lindsen led the meeting. After discussion with the representatives from the two groups, Director Lindsen came up with a draft MOU. Chairman Peirce noted that her edits were in green text. Director Lindsen questioned funding repair or replacement of existing structures, such as benches, trees and baskets, which are park property. In the past, the park replaced a stolen basket, which cost approximately \$600. Mr. Stoops offered to source a less expensive basket should the need arise again. Mr. Stoops brought up the need for flying disc warning signs. Chairman Peirce questioned their effectiveness, with Directors Reif and Lindsen confirming the need in regard to liability. Mr. Stoops offered to do research regarding verbiage and size and make a recommendation. Mr. Stoops will also walk the course to determine needed sign placement and quantity, offering to purchase poles and cement on a reimbursement basis. Mr. Stoops also brought up questions on the MOU regarding the fourteen day work day notice, four foot tree policy and trimming branches. Director Lindsen clarified the fourteen day notice applied to the two work days per year and the tree removal or trimming referenced living trees and branches. Dead trees or branches may be removed as needed. Once the groups have agreed on the contents, the MOU will be finalized for a vote at the next meeting.
- d. Bike Trails – Director Lindsen would like to see the MOU with the bike group as he has not been impressed after their workday with improvements and maintenance needed for bike trails. Director Lindsen views the current condition as a liability as there are chunks of concrete and other dangers along the trail. Chairman Peirce sent the agenda to Jet Lowe of YBONC, hoping she might attend the meeting. BONC itself has left the park but there is an overlapping of BONC and parents of YBONC. Chairman Peirce stated that she would email the MOU and map to Director Lindsen.
- e. Open Position – New Groundskeeper, Marty Martinson, started today. He has a background in construction. He is exhibiting a great attitude and will be working three days a week, Monday, Tuesday and Wednesday, 35 hours per week. Tom Gomes has shown him how to change the filter in the pumphouse, which will be changed three times a week due to need. Director Lindsen advised the need should be reduced to every two weeks after box is cleaned out well.
  - i) Chairman Peirce advised locks were replaced due to the last employee and it was further determined the park lost \$1600 in fuel costs, based on a four year analysis of the three months he was working at the park. In addition, some parts and equipment are missing.

## 12) Advisory Groups - Presentations

- a. Buildings and Grounds.
  - i) General Park Maintenance – Director Peirce advised that an irrigation valve was inadvertently turned off during leak trouble-shooting which effected watering in the lower playground. Chairman Peirce questioned whether the sprinkler timers were on in the Solar Array order as the grass is dry. Director Lindsen responded that they should be on. Supervisor Hoek questioned if the park has heard back regarding Pickleball courts. Director Reif advised that he had heard from Art DeLeon. The pickleball organization has agreed to upgrade the courts and is in the process of getting estimates. Mr. DeLeon will likely request agenda inclusion at the next meeting.
  - ii) Asphalt Patching – Carol Fulkerson will reach out to Quality First Asphalt and/or JW Enterprise as Big S is not returning our calls. Director Reif will also try to connect with Big S.
  - iii) Firewood Program and CRV Program – Chairman Peirce advised that the recycling is getting cleared out, processes have improved and the groundskeepers have a better loading system in play.
- b. Upcoming events and reservations report
  - i) Upcoming Events Report – Upcoming events include the July 27<sup>th</sup> CCSeger and August 24<sup>th</sup> Hipper Than Hip Rockin' the Gateway concerts, August 31<sup>st</sup> Praise in the Mountains and a potential three day music festival in September. CAL Fire's annual Forty for 40 relay will utilize Western Gateway Park as their starting point. All funds raised will support the Barbara Schmidt Millar Fund to provide free mammograms and follow-up treatment to those in financial need, locally. Director Reif inquired about park rates, which he was not able to centrally locate on the website, and was not aware of all available sites for rent. Chairman Peirce explained that the website lists pricing on each area but for some events the charges will vary. Director Reif emphasized that was a consumer it would be helpful to both the public and the park to have rates listed.

13) **Director Comments** none

14) **Adjournment** Chairman Peirce and Director Lindsen seconded motion to adjourn. Unanimously approved Meeting adjourned 8:56 PM.