



Western Gateway Recreation & Park District

MINUTES

BOARD OF DIRECTORS' MEETING

Wednesday January 25, 2022

Closed Meeting 6:00 pm

Regular Meeting 6:30 pm

Buttermaker's Cottage

- 1) **Call to Order** - Closed Meeting called to order at 6:05 by Chairman Dan House.
Pledge of Allegiance led by
- 2) **Roll Call** – Dan House, Chairman, Present; Lee Osborne, Vice Chairman, Absent; Lisa Thomas, Absent; Brandon Lindsen, Present; Nancy Peirce, Present.
- 3) **Employee Discussion** – The Board discussion centered on potential employees for positions of District Secretary and Onsite Caretaker.
- 4) **Adjournment** – Director Peirce moved and Director Lindsen seconded to adjourn the meeting. Passed unanimously. Board adjourned Closed Meeting at 6:30.
- 5) **Open Meeting** - Called to order at 6:35 pm by Chairman House.
Pledge of Allegiance led by
- 6) **Report of Closed Meeting** – No report.
- 7) **Introduction of guests** – Destiny Brandt, Gladys Martines, Sharon Lewis, Sandy “Jake” Jacobson
- 8) **Agenda Approval** – moved and seconded that
- 9) **Public Comments** - Comments relating to topics not already included on the agenda. Comments relating to agenda items will be heard during discussion of those items. Official board action can only be taken during discussions covered under Old and New Business. Please be brief and limit comments to a maximum of five minutes per person.
- 10) **Correspondence** – Letter from the Grand Jury was responded to by Director Peirce. 700 Forms are due at the beginning of April. Ethics Class will be available for those elected official who are due for an update.
- 11) **Board Minutes** – Director Lindsen moved and Director Peirce seconded that the November minutes be approved as presented. Unanimously approved.
- 12) **Financial Report** – Director Peirce walked the Board through the financial reports for November and December. Director Lindsen asked about firewood sales as there was none reported in November. Director Peirce noted in the December financials that the Parcel Fees had been deposited into the district account. She noted a decrease in rental income, but an increase the restricted capital improvement fund. Director Lindsen moved and Director Peirce seconded that the November financials be accepted as presented. Unanimous approval. Director Lindsen moved and Director Peirce seconded that the December financials be accepted as presented. Unanimous approval.
- 13) **Old Business**
 - a) **Prop 68 Per Capita Grant** – Sandy “Jake” Jacobson reported that the application for this grant was received by the State. Jake outlined next steps that will need to be taken which includes meeting with Chairman House and Director Osborne.
 - b) **California State Rural Recreation and Tourism Grant** – Chairman House reported the application for this grant was submitted on time and the total request including the Ballfields and the Recreational Vehicle Park was \$1.1 million. It will be several months, at least July or August to learn if the park will be awarded the grant. Chairman House gave a brief description of the projects included in the grant application.
 - c) **County Recreation Committee** – Jake reported that the Board of Supervisors met for their annual planning workshop in January. They agreed to make recreation a priority for the 2022/23 fiscal budget year. She also reported they

planned to set aside ARPA Funds for up to \$100,000 to help the recreation special districts with administration, and a western county recreation guide. For outdoor recreation, \$1 million will be set aside to create a Recreation Resilience Master Plan and RFP Grants for trails, park lands, etc. The county will be contacting the recreation special districts to start the discussion on how these monies can help strengthen the districts.

- d) Fall Festival – Due to the absence of Director Thomas there was no report.
- e) Financial Audit – Board received the final draft of the most recent audit for 2017/18 and 2018/19. The audit firm will be available after April 15th to start the 2019/20 and 2020/21.

14) New Business

- a) Board Officer Elections – Director Peirce nominated Chairman House as Chairman for 2022 and Director Lindsen seconded. Unanimous approval. Director Lindsen nominated Director Peirce as Vice Chairman for 2022 and Chairman House seconded. Unanimous approval.
- b) Art in the Park – Destiny Brandt is in charge of this event. She stated she needs direction on how to move forward with fundraising, vendor payments, two bands, and the alcohol license in lieu of a 501c3. Director Peirce stated that the question of a 501c3 foundation is on the agenda and likely there would be an answer from that discussion.
- c) Bike Park – Representatives from the Bike Park didn't attend so no report.
- d) Remote Car Park – Vice Chairman Peirce introduced a drawing submitted by Jon Vogel to make improvements with used telephone poles to surround each of the four elements for safety and to keep bicycles off the tracks. Director Lindsen suggested that the poles will need to be staked every 6 feet in to prevent movement. Once the poles are dropped, they will need to be installed within 30 days. There will need to be safety fencing if the install is more than one day after poles are dropped. This request will be made in writing to the RC Park group.
- e) WGP Foundation – Vice Chairman Peirce opened the discussion with a description of the vision of how a Foundation can work in concert with the Park District to do fundraising for the park. This is an opportunity for the park board to determine which of a few Foundations would be best to work with. Director Lindsen stated that the Penn Valley Community Foundation wouldn't be a good candidate. Jake Jacobsen stated that a county-wide Nevada County Community Foundation was being discussed to relieve donor fatigue. Destiny Brandt stated and Vice Chairman agreed that the Foundation needed would be specifically for events such as festivals or concerts not necessarily focused on donations. Vice Chairman Peirce moved and Director Lindsen seconded that the Board of WGR&PD collaborate with a 501c3 foundation whose mission statement is to specifically conduct fundraising for Western Gateway Park and in consideration of that the Park District would offer use of its facilities at no charge to the foundation. Unanimous approval. First option would be to approach Cliff Bryant about his Foundation. If that doesn't work out then Destiny Brandt will take the lead on making the application for a new foundation and Vice Chairman offered to help.
- f) Signature Authorization – After discussion Vice Chairman moved and Director Lindsen seconded that the four signatures authorized to sign financial documents would be Chairman House, Vice Chairman Peirce, Director Lindsen and Director Thomas. Unanimous approval.
- g) Tree Climbing Policy – Vice Chairman Peirce described several occasions in which park visitors have climbed park trees that have been a significant risk to trees, climbers, and other park visitors. The Board discussed amending the draft policy that specified specific activity that would be prohibited and engagement in such activity would be grounds for removal from the park. Director Lindsen moved and Vice Chairman Peirce seconded that the amended policy be accepted. Unanimous approval.

15) Advisory Groups - Presentations

- a) Buildings and Grounds
 - i) General Park Maintenance – Discussion on clearing the blocked culverts in the creek crossing. It was suggested that the county might be able to help. Almost a dozen trees came down in the last storm.
 - ii) Firewood Program, Farmers Market, CRV Program – 41 bundles of firewood were sold to PV Hardware Store. Vendors at the Farmers Market have been averaging about 5-6 vendors. CRV has been pretty consistent.
- b) Upcoming events and reservations report
 - i) Upcoming Events Report – Reservations are starting to come in. Destiny Brandt had an art workshop and has another one scheduled. She had a very nice write up in the LWW Independent. A local resident expressed interest in conducting youth disc golf and tennis lessons and also in fundraising for repairing the tennis courts.

16) Director Comments – Jack Jacobson suggested the Art Council as a sponsor for the Art Festival. She also cautioned upgrading our computer operating system to Microsoft 11 could cause a problem with the county financial system.

17) Adjournment – Director Lindsen moved and Vice Chairman Peirce seconded that the meeting be adjourned. Unanimous approval. Meeting adjourned at 8:17

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