



# Western Gateway Recreation & Park District

## MINUTES

### BOARD OF DIRECTORS' MEETING

Wednesday, October 16, 2024

Regular Meeting 6:30 pm

Buttermaker's Cottage

- 1) **Call to Order** Meeting was called to order at 6:35 PM by Vice Chairman Lewis; Director Towne led the Pledge of Allegiance
- 2) **Roll Call** – Nancy Peirce, Chairman absent; Sharon Lewis, Vice Chairman, present; Brandon Lindsen, present; Dion Reif, absent; Paul Towne, present.
- 3) **Introduction of guests** – no guests in attendance.
- 4) **Agenda Approval** – Director Towne moved, and Director Lindsen seconded a motion to approve the agenda as presented. Unanimously approved.
- 5) **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.
- 6) **Correspondence** – Creek Crossing engineering agreement – the signed agreement with Sierra Land Solutions, for \$7400.00 was presented to the board. Farmers' Market annual permit invoice from the county, for \$573.90, was presented to the board. This issue will be further addressed during the November board meeting.
- 7) **Board Minutes** – Director Towne moved, and Director Lindsen seconded a motion to approve the minutes as presented. Unanimously approved.
- 8) **Financial Report** – Director Lindsen moved, and Director Towne seconded a motion to approve the September financials as presented. Unanimously approved.
- 9) **Old Business**
  - a. County of Nevada Fees Waiver – In order to be added to the Nevada County BOS meeting agenda, the agenda item must be supported by a member of the Board of Supervisors. Director Lindsen moved and Director Towne seconded a motion move the Fees Waiver to the November meeting, with an invitation extended to Supervisor Sue Hoek.
  - b. Tennis/Pickleball Courts – Director Reif has replaced Director Towne on the subcommittee, based on his interest and connections to the Grass Valley Pickleball Club. There have been several emails regarding concerns such as bathrooms, running water and parking. There are currently seventeen parking spaces available. A formal meeting of the subcommittee has not taken place. Mr. Twitchell said he was waiting to hear about available funds from the Prop 68 grant. Director Lindsen is expecting all funds to be needed for the playground upgrades. Director Lindsen is not aware of any communication between the LWW and GV clubs. Director Lewis expressed concern regarding the level of usage wanted by the club, which would impede public use. Director Towne inquired about the expected timeline for renovation. Director Lindsen responded that the club was hoping to get started this fall if they had board approval, and that weather would likely affect time of the renovation. Director Towne asked about a sunset on agreement. Director Lindsen is proposing three to five years. Director Towne suggested one or two courts be open to the public. Director Lewis agreed with this suggestion. Director Lindsen noted this would be included in the MOU.
  - c. Creek Crossing – Bryan McAlister of Sierra Land Solutions has responded that he completed the survey and is working on schematics for some options. He hopes to get something for us next week for review. Director Lindsen noted the creek crossing is in bad shape and may not hold through a bad storm. Director Towne suggested that a special meeting may be required to address expediting the process.
  - d. Park's Tri Counties Solar Loan and Credit Card – Director Lindsen stated that he is in favor of paying off the solar loan, which currently sits around \$27,000 and is paid off at approximately \$1500/month. To be further addressed next month at the November BOD meeting.
  - e. Prop 68 Playground Upgrade – Director Lindsen created a survey which was posted on Facebook and submitted to various local mom groups. 45% of respondents were located in Penn Valley and 14% were located in Lake Wildwood. An overwhelming majority requested a splashpad, which is beyond the park's budget. Also listed as important features were slides and swings. Director Towne inquired about liability; Director Lindsen responded he anticipated we would be covered under the current CAPRI policy but would verify. Director Lindsen added that he

needed to connect with the playground rep, Seth Mariconi, to dial down a plan, adding that shade was also listed as an important feature, and that shade trees would be more economical than a shade structure.

- f. Financial Audit – The bound financial audits arrived, and the board was instructed they could take a report home to review or receive a photocopy. Board members were also provided with the audit management report.

#### **10) New Business**

- a. Park Entrance Arch - Board discussed structural particulars of proposal for arch, which will be funded by community donations. As Louie Osterude was not in attendance, this item will be further addressed next month.
- b. Firearm Policy – Director Lindsen considers the policy reasonable and suggested a minor wording change. Director Lindsen moved, and Director Towne seconded to accept the policy as amended.
- c. Employee Handbook – Board will review Employee Handbook for approval next month.
- d. CAPRI Election Ballot – Director Lindsen suggested casting ballot for Kylie Felicich due to rural nature of Mendocino. Director Towne suggested Jill Nunes due to her incumbency. Director Lindsen moved and Director Towne seconded to cast votes for candidates Felicich and Nunes for the CAPRI board. Unanimously approved.
- e. Board Member Appreciation – Board discussed appreciation for retiring long term board member Nancy Peirce.

#### **11) Advisory Groups - Presentations**

- f. Buildings and Grounds.
  - i) General Park Maintenance – The John Deere required further maintenance. The park needs a good quality weed eater. Director Lindsen moved, and Director Towne seconded to set budget for new STIHL weed eater at \$400. Unanimously approved.
  - ii) Asphalt Patching – The asphalt has been cut. Tom Gomes will be prepping the sites tomorrow (October 17<sup>th</sup>) and patching on Friday (October 18<sup>th</sup>).
  - iii) Farmers Market and CRV Program – The Farmers' Market vendors are hoping to switch to Sunday next year for increased revenue. Options were discussed to accommodate this request. To be reviewed further in 2025.
- g. Upcoming events and reservations report. The park's and community donated recyclables are being taken in for redemption on a near weekly basis
  - i) Upcoming Events Report – Kids' Halloween event 10/19, Juniors Disc Golf tournament 10/27, Gold Country disc golf tournament 11/2

**12) Director Comments** none

**13) Adjournment** meeting was adjourned at 7:52 PM