

**Western Gateway Park
Board Minutes
November 16th, 2022**

- 1) Call to Order/Pledge of Allegiance** – Chairman Dan Chair House called the meeting to order at 6:34pm. Board Director Sharon Lewis led the Pledge of Allegiance
- 2) Roll Call** – Chairman Dan House, Vice Chairman Nancy Peirce, Director Brandon Lindsen, Director Sharon Lewis.
- 3) Introduction of Guests** – James Reeser, Tom Harnett, and Richard Eacobacci
- 4) Agenda Approval** – Vice Chair Peirce made a motion to move item 10a under public comments. Director Lindsen seconded. Vice Chairman Peirce made a motion to accept the agenda as amended. Director Lindsen seconded. All in favor.
- 5) Public Comments** – Tom Harnett had an inquiry regarding insurance and the extent of its coverage of the dog park. Vice Chairman Peirce has called Capri. Capri is our insurance provider. Tom has spoken to Capri and has received mixed statements regarding the dog park. According to Vice Chairman Peirce, our volunteers, board, and visitors are covered. Where the confusion lies is that the dog park is its own 501c3. It does fund-raising and manages the dog park. By doing so, they initially got grant money to put in infrastructure. What the park does do is provide the land and liability for the area. What we don't do is provide the errors and omissions insurance that Tom seeks. Volunteers need to fill out a volunteer form, making pre-arrangements with the park, and they will be covered. The board member would not be covered. We cannot cover Officers and Directors liability insurance. Harnett requested a copy of the liability insurance document. He will get it from Destiny.
- 10a) RC Vehicle Track** - James Reeser would like to thank the Board for the RC park. He had initially spoken to Vice Chairman Peirce in 2019. The RC track did have a representative – John Vogel, but due to recent health issues, he hasn't been able to attend. Reeser runs the RC group and a Facebook group. There are a couple of other groups that have formed and that meet at the park. There has been a situation with the dust with one of the neighbors. John was asked to provide a hose at the track. Vice Chairman Peirce noted that someone from the association had been loosely in discussion with out maintenance people with how the water was turned on. They bought a remote control to access the water. They would come frequently and hose down the track. Then we were alerted that the hose was connected and was saturating the area. Maintenance turned it off and detached the hose. James was informed that the hose had been taken. Reeser – There are currently four tracks, but they are currently only using two. We do not currently have an MOU with the RC groups. That was in discussion, but never came to pass. RC group needs to set up maintenance, such as holding work days 4x a year or every other month. Dr. John had great ideas. Tracks went in May 25, 2019. This is the starting place – there is an interest group. James is the new representative. He anticipates more users if the track is cared for and maintained. Director Lindsen would be happy to be a liaison and revisit the MOU regarding responsibilities. Perhaps we could change the irrigation so that the remote was not needed. Reeser can get hose back tomorrow if available. Neighbor said that if the park hose wasn't available he could do it. Vice Chairman Peirce asked if it was possible if they could get a key. Director Lindsen – no. James is willing to take over where John had left off. Needs to coordinate maintenance with when Jason does the mowing. RC group is responsible for the smaller areas.
- 6) Correspondence** – Vice Chairman Peirce discussed the recent correspondence.

- i. Open Ethical Training came from the Board of Supervisors. You can go in person. It is free.
- ii. The Board of Directors Ethics Compliance Training is also coming up. Vice Chairman Peirce and Director Lindsen need to do it this year.
- iii. Names came from Louie for the donors for the signs. The foundation will pay for labor and cost. Any left over funds will go to the arch. The sign will be up before Christmas. There was some discussion as to who would be responsible for maintaining the sign.

7) Board Minutes – Vice Chairman Peirce made a motion to accept the October minutes as presented. Director Lindsen seconded. All in favor.

8) Financial Report – Vice Chairman Peirce gave a report on the October financials. Recent HVAC project was taken out of general and not restricted. The difference is shown in Quickbooks. Bob and Destiny got a raise in August, so that is reflected in the report. Jason just hit the 3 month mark, so payroll does not reflect Jason’s increase. Otherwise, there are no surprises. The next parcel fee comes on December 10, 2022. We’re probably doing better than we have ever done before. Director Lindsen made a motion to approve the Financial Report as presented. Director Lewis seconded. All in favor.

9) Old Business

- a. **Prop 68** – Vice Chairman Peirce met with Bob Frey and went over the small play structure. Both of them climbed up and looked. Pieces need to be replaced. The landing platform needs to be replaced. It needs to be done before new play equipment is purchased. Vice Chairman Peirce will bring a 300ft measuring tape tomorrow and take measurements. We will see what kind of footprint we can afford. We need to get two different footprints. We can measure the height the roof needs to be. We need to get something into the works by December 31. We have to show the State that we have made progress. We are still waiting to hear back about the workshop. We haven’t heard anything for 6 weeks. Doug will attend the workshop too. He will oversee the project. His fee is written into the grant. Once we know the price for the cover, we know what else we can do.
- b. **Recreation and Tourism Grant** – We have received \$1.1 million for the RV and softball field upgrade and improvement. Vice Chairman Peirce ran into Cliff. He had been talking about this. Vice Chairman Peirce’s greatest concern is the creek crossing and where the parking is going, the strip next to fence. There will be no sewer. The park will only provide water and electricity. It will be short term stay only – 2 weeks. There was a question regarding security. We will change the combo on the locks on the gate every few days or week. Richard Eacobacci would be glad to help. As far as the creek crossing, we will address slope or address height. We will be adding culverts. We may have to limit the size of the RV’s. The creek crossing comes first. Eacobacci – You’ll have to deal with State Fish and Game. Vice Chairman Peirce – We have connected with the County. It is going to take several hundred thousand dollars to do the creek crossing. Will email environmental reports to Eacobacci. Inground campground looked at it. Glad you (Eacobacci) came here and offered this.
- c. **PG&E Contractor Visit** – Director Lindsen gave a brief report stating the PG&E contractors were working. Vice Chairman Peirce stated that they are almost finished. They were a bunch of nice and respectful guys. They decided not to drive, but used tree climbers. Ground was so wet that there was concern for the equipment. They took down the diseased pine. They were asked to dispose of it. Hole #2 basket was in the

way. Vice Chairman Peirce got ahold of Tim Weaver. Jerry would be there today to take basket down and reinstall it.

10) New Business

b. Employee Bonus – Vice Chairman Peirce – The park would like to do an employee bonus so they get it beginning of December. It is based on their performance with the park. They must be a good and faithful employee and the park must be doing good financially. In the past we have had 4 employees, but only one has been here for a full year. We need to determine the amount of the bonus. Destiny's is prorated. Jason is prorated. Based upon that, it will have less of an impact, which is good in consideration of the past year and economy. Good economy = good rentals. Bad economy = bad on rentals. Our employees in general are underpaid. We are still not keeping up with similar job positions or benefits. We have dedicated employees. We want to think about if we were to give them a raise in the current job market. Director Lindsen made a note that Bob wasn't active for the full 12 months. Bob was gone for about 3 months. Vice Chairman Peirce stated that last year we did \$3000. Director Lindsen made a motion to give each employee a bonus for \$1000 based on 12 months and active employment. Vice Chairman Peirce seconded. All in favor.

c. Annual Signature Form – Vice Chairman Peirce – Every January, signatures of Board members and the types of documents they sign and for checks/documents need to go up to the County. Typically there are four. Currently it is Dan, Brandon, Nancy and Lisa. Is Sharon interested in being on the list for signatures? Director Lewis – yes. Vice Chairman Peirce made a motion to add Board Members on the Annual signature form – Brandon, Dan, Sharon and Nancy. Director Lindsen seconded it. All in favor.

d. Cottage AC/Heater – Vice Chairman Peirce gave an update on the cottage AC/Heater unit. HVAC got changed out. ABT came out Oct. 28, 2021, and said it was on its last legs. It was 14 years old. It would not give any indications, but would just give out. It died just before elections. Dan and Nancy were aware and called ABT. ABT sent out DeeDee. They had one in stock. They came out Monday with little heaters for the Chamber Breakfast. Elections moved to Friday. They did the entire event with just little space heaters and moved out Wednesday. ABT came in Thursday. Michelle got that requested, signed and shipped up to County. Total was \$18,000. It can be taken out of capital or general. Vice Chairman prefers capital improvements. She will be talking to Michelle and make sure that it is taken out of restricted funds. The filter needs to be changed monthly. There needs to be a service call annually to keep it under warranty. This needs to be put on the institutional knowledge calendar.

e. Recreation Special Districts Coalition Meeting – Vice Chairman Peirce gave an update. Director Lewis and she attended. This was for all the special districts. Two came from Bear River and one came from Oak Tree. There were County people and 3-4 from Design Workshop whom the County hired. She took a lot of screenshots of the slide show. The first part was introductions. Next, it was an update from each of the districts. Oak Tree has a new playground. South County got a grant and will be putting in a new field. Erica led the minutes. Design Workshop did a presentation and asked the districts about their resiliency in consideration of climate change. Districts were more concerned about inflation and the cost of utilities and janitorial supplies. They are not sure how they will weather the cost. They will schedule another meeting. The first one – Special Coalition will be held quarterly. Design Workshop will meet with us individually to come up with resiliency master plan. The piece about having an admin for the three districts was not covered. Michael Travis from Oak Park said that they needed to do something.

f. Nevada County Recreation & Resiliency Master Plan – This was covered under item 10e.

11) Advisory Groups – Presentations

a. Buildings and Grounds

i. General Park Maintenance – The park will be developing a path beside the BMC instead of steps. They will pour it at the same time as the solar pad. Director Lindsen will be revisiting this by talking to the guy he talked to before and getting quotes.

Disc golf - baskets were adjusted and the keys were located.

Equipment – Director Lindsen gave an update. We purchased the new equipment from True Value and got them at cost. He will be writing a thank you to Scott for that. Guys picked up and cut the tree in Picnic Area #5 the next day.

ii. Firewood Program, Farmer’s Market, CRV Program – Wood in area #7b will be bundled for firewood. True Value will sell it. Director Lindsen asked about Holiday. They would want more than we can supply.

Farmer’s Market – Vice Chairman Peirce gave an update. Tomorrow is the last day. In Spring, we will just be renting space. Park can’t do EBT. Kathy and Jennifer will take over the market. We will just rent them the space for \$7 per vendor. If she kept the same price, she would get \$20 and we would get \$7. It is a good deal for them.

CRV Program – Is going to keep going. Bob will put it out for a few weeks.
Maybe just once a month.

- b. Upcoming events – Destiny gave a summary of upcoming events. Holiday Fair is scheduled for November 27.

12) Director's Comments – No comments.

13) Adjournment – Vice Chairman Peirce made a motion to adjourn. Rick seconded it. All in favor.
Meeting was adjourned at 8:38pm.

Respectfully submitted,

Destiny Bradt

District Secretary