

# Western Gateway Park Recreation & Park District

## MINUTES

### BOARD OF DIRECTORS' MEETING

Wednesday, October 18, 2023

Regular Meeting 6:30pm

Buttermaker's Cottage

1. **Call to order/Pledge of Allegiance** - Chairman Peirce called the meeting to order at 6:31pm. Director Lewis led the Pledge of Allegiance.
2. **Roll call** - Present - Chairman Peirce, Director Lewis, Director Lindsen Absent – Vice Chairman House
3. **Introduction to Guests** - No guests to report
4. **Public Comments** – Not applicable.
5. **Correspondence** – Correspondence from P&P sprinkler. Director Lindsen gave a report. For the size of the valves and the wiring, he felt that the initial proposal was too expensive and that the work could be done in-house. Boxes are about \$65. We're looking at about \$400 in materials. The revised proposal is \$1250.00. We already have 1, if not 2, green boxes. Chairman Peirce suggested concrete. Director Lindsen suggested redoing with treated wood. It would probably be just as expensive. Director Lindsen will get this work done asap. Director Lindsen made a motion to have P&P do the additional work as proposed. Director Lewis seconded. Passed unanimously.

Director Lindsen gave a report on the fertilizer. Vice Chairman House was going to pick up the fertilizer and work out payment. We did get a revised schedule. With the organic changed it is dropped from \$2058 to \$1700. We are talking about \$3500 total. Doing the second summer application would bring it to \$4731. This includes all 4 fields. Or \$3000 without the second application. Chairman Peirce advised to wait and see how our budget looks. Director Lindsen made a motion to budget \$3000 per year for 3 applications. Director Lewis seconded. Passed unanimously.

6. **Board Minutes** – Director Lewis made a motion to accept the June 2023 minutes as presented. Director Lindsen seconded. Passed unanimously. Director Lewis made a motion to accept the September minutes as presented. Director Lindsen seconded. Passed unanimously.
7. **Financial Report** – Chairman Peirce led a review of the September financials. Bank balance is \$116,638.47. Restricted is \$100,924.00. She also reviewed the transactions from 9/15/23-10/18/23. She presented a balance comparison between 2023 and 2022. She went over the transactions with fine detail to expenses – utilities, repair and maintenance, and equipment. Large expenses were tractor repairs, true-up, and removal of wood from the creek. In the future we need to concentrate on the tennis courts. Rick is going to go over the tennis courts with the flail mower. Director Lindsen made a motion to accept the September financials as presented. Director Lewis seconded. Passed unanimously.
8. **Old Business**
  - a. **Park information sign** – The park information sign has been installed. Louie still needs to install the roof. The County will come back out for another inspection. After the inspection, Louie will take off the trim.

- b. Financial Audit** – Chairman Peirce gave a report on the Financial Audit. We have an auditor. Fechter CPA had previously quoted us at \$6500 per year. Larry Bain quoted \$5000 per year. Chairman Peirce recommended going with this auditor. Director Lindsen made a motion to authorize Chairman Peirce to sign a management letter and move forward to secure Larry Bain CPA to do our audit. Director Lewis seconded.

**9. New Business**

- a. Farmer’s Market** – Chairman Peirce met with Kathy and Jennifer. They will not be doing the Farmer’s Market next year. They talked about moving the market to a weeknight. The vendors want to keep it on Sunday. Taking EBT has not changed the market. It only benefited fruits and vegetables. Chairman Peirce stated that the park will be taking back the market and that the market is currently in a state of flex.
- b. Caretaker/Custodian & District Secretary Positions** - Former caretaker Gary Uhler has resigned. We have a new caretaker living on the premises – Tyler Gummow. He will also remain on staff as a maintenance person. We do need to work it that he has a day off. We might need to go back to the schedule that we had with Tony and Chrissy and Bob.  
The District Secretary has put in her two weeks’ notice. We have an opening for this position. There has already been interest in this position. Per Director Lewis’ advice, we need to have the entire Board conduct interviews before hiring anybody. Chairman Peirce would prefer to make this job opening known via word of mouth.
- c. Firewood** – The Board discussed pricing on park firewood. We do not have the capability to generate the bundles like we have in the past. We can help load firewood, but we cannot deliver. Pricing needs to be adjusted in consideration of not delivering. Director Lindsen made a motion to set the price of firewood at \$250 – cord and \$150 – ½ cord. Director Lewis seconded. Passed unanimously.

**10. Advisory Groups and/or Presentations**

**a. Building and Grounds**

- i. General Park Maintenance** – The back of the park is now closed. We have provided Senior Softball with 4 201 keys. Rick has also locked up the road leading down to the pavilion. It will be opened for events.  
Director Lindsen hasn’t checked the irrigation, but stated that the pump needs to be pulled before the next storm.  
There has been trouble with the ball field lights. Rick will check on them. Also there is a problem with the bench at the front of the playground. Tom took it and will look into getting it repaired.

- b. Upcoming events and reservations report** - District Secretary gave a report on upcoming events. There are Disc Golf tournaments scheduled for November 4<sup>th</sup> and December 31<sup>st</sup>. 530 Recovery has a Halloween event on the 28<sup>th</sup> and a Christmas event in December. Otherwise, reservations are limited to the cottage and #1 and #2 on the 29<sup>th</sup>.

**11. Director Comments** – None to report

- 12. Adjournment** – Director Lindsen made a motion to adjourn. Director Lewis seconded. Passed unanimously. Meeting was adjourned at 7:44pm.

Respectfully submitted,  
Destiny Bradt  
District Secretary

