



# Western Gateway Recreation & Park District

## MINUTES

### BOARD OF DIRECTORS' MEETING

Wednesday, January 15, 2025

Regular Meeting 6:30 pm

Buttermaker's Cottage

- 1) **Call to Order/Pledge of Allegiance** Meeting called to order at 6:32 PM; Director Lindsen led the Pledge of Allegiance.
- 2) **Roll Call** – Sharon Lewis, Vice Chairman, present; Brandon Lindsen, present; Dion Reif, absent; Paul Towne, present.

Acting Chair Lewis announced she would entertain a motion to alter the agenda, included moving 10d below item 2. Director Towne moved and Director Lindsen seconded, unanimously approved.

Supervisor Sue Hoek swore in new board member, Christopher Potter.

10 d. Acting Chair Lewis nominated Director Lindsen as Chairman. Director Lindsen accepted the nomination and Director Towne seconded the nomination. The Board voted and Director Lindsen was unanimously approved as Chairman of the Board. Chairman Lindsen nominated Vice Chair Lewis as Vice Chair. Director Towne seconded the nomination. Vice Chair Lewis accepted the nomination. The Board voted, unanimously approved.

Chairman Lindsen gave a speech regarding board roles, the time contributions and efforts of previous Chairman Peirce and the park's limited district support of \$12.94 per year per parcel. He explained that park is otherwise supported by reservations, Farmer's Market, and a CRV program, adding that these funds support keeping the park open but not kept up or improving. Chairman Lindsen noted that he can walk in any direction and identify ten to twelve sreplace the upper playground and repair the lower playground but the lower playground needs so much repair that the remaining funds will be used to retrofit the upper playground. The park also has a \$1,100,000 grant to upgrade the ballfields and add an RV park. The once designated \$100,000 portion of this grant to upgrade the creek crossing may now be a \$500,000 portion to rebuild the creek crossing. The Grass Valley Pickleball Club will be stepping up to renovated the dilapidated tennis courts into new pickleball courts, at their own expense in exchange for reserved playing time. The park is being supported by grants and volunteers, such as the thirty disc golfers who showed up to clean out the forested area along the disc golf course this month.

- 3) **Introduction of guests** – Due to number of guests attending, groups represented rather than individuals introduced themselves. Groups included NA, pickleball, disc golf and Nevada County. Guests who signed in: Brittne Neundorfer, Crystal Greenhaw, Laura Palmer, Mae Kiser, S. Currie, Supervisor Sue Hoek, Trisha Tilton, Michael Travers, Bryan McAlister, Bill Gordon, Stephanie Daugherty, Dave Shelton, Mike Woodman, Art DeLeon.
- 4) **Agenda Approval** – Chairman Lindsen announced he would entertain a motion to move up items to address items that involve guests. Director Towne motioned to move up 9c Creek Crossing, 9d Disc Golf, 9b Pickleball and 10b AA/NA below public comments. Director Lewis seconded, unanimously approved.
- 5) **Public Comments** – No public comments

10) **c.Creek Crossing** – Chairman Lindsen noted that Director Potter is also president of the Penn Valley Area Little League and confirmed the goal of starting practice in February. Chairman Lindsen advised the creek crossing suffered storm damage in early January and was determined unsafe to vehicular and pedestrian traffic. Hansen Brothers has been contracted for an emergency fix, excavating the broken concrete debris, gravel and culverts from the creek. Director Potter had come up with the idea of using a shipping container spanning the creek as a temporary pedestrian access to the softball fields. Chairman Lindsen has been working to confirm the grant money can be properly used to rebuild the creek crossing. Director Potter elaborated on the shipping container crossing and Little League's use of the fields. The ballfields at Western Gateway Park are the only viable play field for Little League. There are 170-190 kids that play every year. The shipping container bridge is the best option to allow Little League play. Parent feedback has been positive in regards to alternate parking areas and walking to the fields. Younger divisions that do not have strict field requirements will be using other fields at local schools.

Civil Engineer Bryan McAlister of Sierra Land Solutions submitted finalized schematics for the creek crossing. He would like to receive comments through the end of January and at that time the park can submit for permits with the state including an emergency permit through Fish and Game, keeping the project in the same footprint, and permits through Nevada County. Once permits are approved, the park can obtain bids for the project. Chairman Lindsen mentioned that due to emergency contract with Hansen Brothers, Fish and Wildlife was aware of the issue. Hansen Brothers had estimated six to eight weeks for the project but it will likely take more construction time.

A public question was received regarding the access to the fields and other leagues. Director Potter explained that

Senior softball elected to use the Linden fields this year. The guest asked about girls softball and Director Potter suggested she contact the district office for scheduling and contact him for keys to the bridge. Director Potter was asked about medical emergencies Chairman Lindsen responded that the park would be seeking a loaner golf cart at ready, possibly a stretcher and coaches may be trained for medical emergencies. Director Potter added that a Little League board member would attend every game, medically trained in first aid, and there is usually a firefighter parent in the bleachers. A guest asked about adequate parking; Director Potter responded that additional parking areas could be set up on the grass as needed. Little League does not play on Sunday. A guest asked about completion of project. Chairman Lindsen responded that once bid we would get on the contractor's schedule but we are currently not able to determine. Director Potter added that optimum time would be after Little League season ends in July, when the creek flow should be low.

Supervisor Sue Hoek expressed she was impressed with the progress so far in dealing with this issue.

9d. Disc Golf - Chairman Lindsen explained the two disc golf groups have been working together to upgrade the course. Michael Travers submitted a list of improvements: new tee on #17; move message board; repair #2 tee; new pins on #1, # 8, #10 and #16; new tee on #9, repairs on #9 and #11; and removal of long pin on #11 and move to the right. Chairman Lindsen asked if they could hold off on moving or adding pins until February; Mr. Travers responded that these were the easiest changes. Mr. Travers reviewed the proposed changes with the board members redlined on a map, explaining each change and answering board questions. Chairman Lindsen stated he would entertain a motion to approve outlined adjustments under the condition none of the changes were crossing common pedestrian pathways. Director Towne moved and Vice Chair Lewis seconded the motion. Unanimously approved.

9)b. Pickleball -Chairman Lindsen explained that the park had pursued grants to renovate the tennis courts in the past without success. The Grass Valley Pickleball Club approached the park in the summer of 2024 with a proposal to fund the renovation of the courts in exchange for reserved play time. The park has negotiated to ensure there was adequate time for general public play, while allowing the club a xxx window of reserved courts and play. Chairman Lindsen has been working on an MOU for the group with Art DeLeon and Steve Twitchell.

A guest asked about court hours and usage Chairman Lindsen explained the court hours would mimic the park hours and usage of the area would increase while decrease undesirable use of the area. The guest asked about lighting and parking. Chairman Lindsen explained there would be no electricity and therefore no lighting for games after sunset. Parking may be a concern as there the designated parking area is limited and there would possibly be an access road on park property to park behind the courts. The guest expressed concerns regarding noise, people and the surrounding homes. Chairman Lindsen confirmed it would be louder than it is now as the current courts are not usable. Sound levels should fall under allowable county levels. The guest expressed concern for the comfort of the surrounding houses and brought up that the entrance from Penn Valley Road was potentially dangerous. Chairman Lindsen that for the surrounding residents have gotten used to the quiet of the unused park area, there would be a change in the noise and activity level. The guest stated that if it is noisy the park would hear complaints. Chairman Lindsen responded that he understood. Mr. DeLeon confirmed the club would not play night games. Chairman Lindsen continued stating the park's ultimate goal was to relocate the courts within the main area of the park, where the basketball courts are located, which will require grant funding. There is potable water in the tennis court area and the Grass Valley club will be funding a port-a-potty for their use. Chairman Lindsen also noted the park may be able to fund a tree hedge to mitigate sound.

Chairman Lindsen asked the representatives of the pickleball club if they had comments in regards to the revised MOU. Mr. DeLeon brought up a question regarding the Chair's omission of the sole authority on the layout. Chairman Lindsen responded that the group could not have sole authority or discretion on the design and that board approval would be required. There was discussion and agreement that the club would not make design changes but could make minor alterations such as fence gauge. After no other input was presented, Chairman Lindsen announced he would entertain a motion to approve the MOU between Western Gateway Recreation & Park District and the Grass Valley Pickleball Club dated January 15, 2025. A club member interjected, asking about the sunset date of December 31, 2029 is under five years. Chairman Lindsen explained reasons for determining sunset as five playing seasons. He noted that the club wanted a date more in line with actual court construction. Director Towne asked what sunset date the club would prefer. Mr. DeLeon stated they preferred that it was more in line with the expected completion of final painting of May 1<sup>st</sup>, 2030. Director Towne responded he had no problem with that date. Supervisor Sue Hoek asked if the club had an option to renew. Chairman Lindsen responded that options to renew may be based on funded maintenance provided by the club. Chairman Lindsen stated he would entertain a motion to approve the MOU amended to reflect a five year term based on when courts are deemed playable. Director Lewis moved and Director Towne seconded. Unanimously approved. The club will meet on Friday to present and obtain approval for the MOU

**10)b. AA/NA Non Profit Rental Rates** - The District Secretary explained that in previous years the groups were not asked to provide Certificates of Liability.of insurance, which is required by the park's insurance carrier. The requirement was included this year with their 2025 contracts. This causes an additional expense for the groups, on top of the March 2024 rate increase from \$15/hour to \$17/hour for non-profit organizations. The request is to lower the non-profit rates for the three groups to compensate for the new expense. Guest Mae Kiser suggested that a \$17/hr rate would be reasonable for their group. Chairman Lindsen did a breakdown on the math. Director Towne moved to reduced the hourly rate to \$17 per hour. Chairman Lindsen requested clarification on beneficiary of the reduced rates upon which it was decided that reduced rates would apply to recovery groups. Director Lewis seconded the motion. Unanimously approved.

- 6) **Correspondence** – Nevada County Tiny Homes on Wheels Program - The deadline to comment online and the meeting occurred on January 13<sup>th</sup> and 14<sup>th</sup>. Supervisor Sue Hoek advised the focus of the meeting swung around to RVs and the issue would be addressed again in a year.
- 7) **Board Minutes** – The board members did not have any input regarding changes. Director Towne moved to accept and Director Lindsen seconded the motion. Unanimously approved.
- 8) **Financial Report** – Chairman Lindsen reviewed the November and December financial reports, noting an increase due to received parcel fees.. Director Towne moved to accept and Director Lewis seconded. Unanimously approved.
- 9) **Old Business**
- a. County of Nevada Fees Waiver – Supervisor Hoek advised that the agenda item will be moved to March. She asked if the board received a copy of the permits waived list from the past ten years. This had been provided verbally but not via email or hard copy. Trish Tillotson will provide the list. The park will be required to pay the Farmers' Market permit invoice. Chairman Lindsen asked for clarification that the county was not only missing park permit fees but also paid staff hours. Chairman Lindsen asked that if the BOS would not approve a waiver through 2040, the possibility of waiving permits on projects that are already in process without permit fees budgeted. Supervisor Hoek agreed this would be a viable compromise. Ms. Tillotson stated she would expedite the documentation and approval process for the creek crossing gap loan.
  - b. Tennis/Pickleball Courts – *see above*
  - c. Creek Crossing – *see above*
  - d. Disc Golf Course Improvements – *see above*
  - e. Park's Tri Counties Solar Loan and Credit Card – Chairman Lindsen's credit card has arrived and the card listed in Nancy Peirce's name can be removed. The solar loan is sitting around \$22,000. Supervisor Hoek expressed hope that the park can generate some philanthropy and fundraising through the foundation to assist with costs. She mentioned adding to her monthly newsletter that the park is a treasure and people don't realize how little they are paying in support of the park - \$12.94 per year. Director Towne asked about the procedure to increase the parcel fee and the most recent failure to do so. Chairman Lindsen advised that there was an exploratory effort that failed and the proposal did not reach the ballot stage. Director Lewis noted the parcel fee is per parcel not per residence. Creekside Village has 129 residences but only pays a single parcel fee of \$13/year, Supervisor Hoek again expressed the challenges of telling the story and reminding the community the park is a treasure. Chairman Lindsen mentioned that Dion Reif, who would have been a fundraising asset, had submitted his resignation due to health issues. Chairman Lindsen had considered paying off the solar loan with mitigation funds but has concluded that due to current conditions it is best to hold off on that decision. There is another issue to consider concerning mitigation funds as there is a timeline to use the funds.
  - f. Prop 68 Playground Upgrade – Chairman Lindsen is in the design stage for the two playgrounds. The county gap loa has been approved and the transfer of funds is imminent. Chairman Lindsen would also like to include a shade structure.
  - g. Employee Handbook – *Tabled until February.*
- 10) **New Business**
- a. Park Entrance Arch Proposal – *Tabled until February; Board was shown the mock up for arch provided by Louie Osterude.*
  - b. AA & NA Rental Fees – *see above*
  - c. Firewood – *Tabled until February*
  - d. Board Member Seat – *see above.*
  - e. Fiscal Audit Schedule – Board voted on Resolution 2025-001 to amend Financial Audit Schedule. Unanimously approved.
  - f. Park By Laws – *Tabled until February.*
  - g. Expenditure Policy – Board reviewed proposed expenditure/purchasing threshold policy. Unanimously approved.
- 11) **Advisory Groups - Presentations**
- h. Buildings and Grounds.
    - i) General Park Maintenance – Chairman Lindsen has reached out again to Scott regarding discounted or donated tools. Director Towne will contact Greg Fowler about the same. The District Secretary will research costs for a Toro canopy kit.
    - ii) Overnight Incident - Board was updated on December incident involving overnight vehicles. Signs have been purchased mirroring the entrance signs advising no overnight vehicles and no loitering.
    - iii) Firewood Program – *covered under New Business; cord pricing tabled until February;* the Board would like Bob Sedano to carry his own insurance.
    - iv) Farmers Market and CRV Program – CRV program is still proceeding regularly. It's likely that we can move the market to Sunday; confirmation and presentation will occur at the February meeting.
  - i. Upcoming events and reservations report – Reservations are picking up for spring and summer. Daffodil runners will do a loop in the park.
- 12) **Director Comments** – Director Potter noted it was an exciting first meeting and is happy to see things progress.. He is willing to take on the Bike Park and will reach out to local companies regarding a bike park clean up day. He noted that the bike park is popular and he has met folks from Auburn come up to use it. Supervisor Hoek noted that Dion Reif may be able to contribute ideas for the bike park. Director Towne finds the \$13/year parcel fee ridiculous, especially after 25 years, and will look into ways to increase it. He is chair of the LWW relations committee and plans to reach out within

Lake Wildwood to spread awareness of the park's facilities, including the fabulous dog park. He would like to get the parcel fee up to \$20 - \$25/year and will start laying the convincing and marketing groundwork for support. He would be willing to take on liaison responsibilities for the dog park and pickleball user groups. Chairman Lindsen noted that his goal was to revisit and dial in the user group assignments in February and March with a full board available. He suggested forming a committee to raise parcel fees. He asked Supervisor Hoek about the timing for getting the proposal on the election. Supervisor Hoek responded that it would need to be submitted August 2025 for the 2026 election. She also suggest a card mail in vote process as Rough and Ready and Peardale have recently. Supervisor Hoek expressed strong support to increase park funding via townhall meetings and marketing, describing the park as a great place and a highlight of the community and the county. She also noted that the parcel fee was only for developed parcels.

- 13) Adjournment** Director Towne moved to adjourn and Director Lewis seconded. Unanimously approved. Meeting adjourned at 8:34 PM.