



Western Gateway Recreation & Park District

MINUTES

BOARD OF DIRECTORS' MEETING

Wednesday March 20, 2024

Regular Meeting 6:30 pm

- 1) **Call to Order** – Meeting called to order at 6:30 pm
- 2) **Pledge of Allegiance** led by Dan House
- 3) **Roll Call** – Nancy Peirce, Chairman, present; Sharon Lewis, Vice Chairman, present; Dan House, present; Brandon Lindsen, present;
- 4) **Introduction of guests** – Robin Brandon, Civil Engineer
- 5) **Agenda Approval** – *Director Lindsen moved and Director House seconded that item 11b be moved to Public Comments. Unanimously approved.*
- 6) **Public Comments** – Robin Brandon expressed concern regarding water flow outside of culverts, asked if there was a plan to address issue, expressed concern about erosion. Chairman Pierce advised that one culvert has been lined, what was a lower creek crossing is now a high creek crossing; some due diligence not completed by previous maintenance staff. Debris has since been pushed out of the way, creating a whirlpool drain. Further, park has grant funds to address issue to allow RV access with several options available to park. Civil engineer is needed to progress; \$1.1 million allocated to project and per grant to be completed in 2028.
- 7) **Correspondence** – 700 Conflict of Interest forms are due April 2nd.
- 8) **Board Minutes** – Director Lindsen moved and Director House seconded to approve minutes. Unanimously approved.
- 9) **Financial Report** – Director Peirce reported that the Parcel Fees were expected April 10th in the amount of \$40,000. Restricted income is down \$519.70. Fraudulent charge of \$82.36 is still in dispute process. Director Lindsen moved and Director Lewis seconded that the Financial Report for February be accepted as presented. Unanimously approved.
- 10) **Old Business**
 - a) Financial Audit – date for three year audit has been scheduled for April 10 & 11
 - b) Resolution for Fee Waiver – Chairman Peirce explained the reason for the proposed resolution, and the history of the park's permit waiver with the county, which is expiring. New waiver to extend to 2040. Chairman Peirce moved to and Director Lindsen seconded approval of fee waiver. Unanimously approved.
- 11) **New Business.**
 - a) Water Leak – Director Peirce advised Joe Blake has detected and repaired the water leak stemming from main parking lot which Tom Gomes dug out area with excavator; invoices are pending. Hole has been refilled with sand. Director Lindsen anticipates the “easy fix” employed will fail over time, based on his field experience, suggesting that a four-elbow repair would reduce movement. Director Peirce advised additional potential leaks are being addressed, including a massive leak at the dog park entrance. Dave, the dog park maintenance person, videoed the leak site, which is at 56 gallons an hour. Work day is scheduled on March 21st to repair.
 - b) Maintenance position – Director Peirce advised that Jacob Young has been hired to replace Rick.
 - c) Reservation fee schedules have been revised after comparative analysis of other local park and event fees.
- 12) **Advisory Groups - Presentations**
 - a) Buildings and Grounds
 - i) Park Maintenance – *Civil Engineer's license is going to expire and he is not going to renew. He is willing to review and discuss the grant project as needed. Damage needs to be repaired and raised two feet before project commences. He expressed preference for the tennis court area for RV access. Director Lindsen questioned whether this was a flood plain. According to Civil Engineer, this is not the case. Director Lindsen conveyed that the use permit and master plan can be amended and that the tennis courts were basically beyond redemption. If the area is not a flood plain, he would want to take this change under serious consideration. Chairman Peirce advised that construction of the creek site would need to happen post baseball season. The park does not yet have a plan*



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or estimate for rehabilitation but fields need to be leveled out, sanded and seeded. Grant allows for gravel and ballfield rehabilitation as \$400,000 to ballfield, \$600,000 to creek crossing and RV park. Director Peirce will reach out to Rosalyn. Ballfields need to be fertilized as soon as possible; Director House to address. Solar Array update to commence early April. Slab dimensions to accommodate 10 x 10 booths around perimeter of solar array. Director Lindsen suggested it be extended to parking lot with removable, lockable bollards at parking lot. Director Lindsen will meet with Carl at Toro to discuss options and cost for extension. Toilet leak reported by Tyler.

b) Upcoming events and reservations report

- i) Upcoming Events Report – *Four summer concerts and several disc golf tournaments have been scheduled. A calendar list of events has been created and is pending updates from the Penn Valley Area Chamber and 530 Everything Offroad and Recovery, which is anticipating scheduling summer movies in the park as well as a Halloween and Christmas event.*

13) Director Comments –

- 14) Adjournment –** *Director House moved and Director Lewis seconded that the meeting be adjourned. Unanimous approval. Meeting adjourned at 7:47PM*