



Western Gateway Recreation & Park District

MINUTES

BOARD OF DIRECTORS' MEETING

Wednesday, May 20, 2026

Regular Meeting 6:30 pm

Buttermaker's Cottage

- 1) **Call to Order** Meeting called to order at 6:31 PM **Pledge of Allegiance** Chairman Lindsen led the Pledge of Allegiance.
 - 2) **Roll Call** – Brandon Lindsen, Chair, present; Sharon Lewis, Vice Chair, present; Lance Eck, absent; Chris Potter, present; Paul Towne, present
 - 3) **Introduction of guests** – Kimberly Crispin and Dana Ettlin (arrived after item 8)
 - 4) **Agenda Approval** – No adjustments; Director Towne moved and Vice Chair Lewis seconded a motion to approve the agenda as presented.
 - 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** – no correspondence
 - 7) **Board Minutes** – Minutes from April were reviewed. Director Towne moved and Vice Chair Lewis seconded a motion to approve the April Minutes as presented. Unanimously approved.
 - 8) **Financial Report** – April Financial reports were reviewed. Director Towne moved and Vice Chair Lewis seconded a motion to approve the April Financials as presented. Unanimously approved.
- 4) Modified: Director Towne moved and Vice Chair seconded a motion to move 11) c. to follow agenda item 8.
- 11) c. Dana Ettlin advised he volunteered to be the new Foundation board president. Victor Simon is joining as a board director. The board is in a formulation stage, attracting new members. They will be meeting on the first Monday in June to avoid conflicts with county meetings on Wednesdays. He is in the process of recruiting a team of dynamic people who can assist with digital aspects of funding, accountability and administration. They are waiting for the results of the November ballot/election regarding the Citizens Initiative. Will be educating people on the underfunding at the park with a goal of getting one hundred people to donate \$1000 each. Chairman Lindsen noted that part of the \$100,000 goal would include an analyst to see where the park is financially, and where it needs to be. Director Towne stated that the park needs a reserve fund to replace vehicles and equipment as needed. Mr. Ettlin added he needs accurate figures as part of the public awareness campaign. He encouraged the WGP board to form a committee to establish the park's financial needs. Director Towne would like to see a listing of assets, lifespan of assets, replacement needs and an established reserve fund to address those needs. Mr. Ettlin will be exploring county grants. Director Towne suggested speaking to the county about establishing a reserve fund. Mr. Ettlin added that there should be a deferred maintenance account on the budget. His ultimate goal is to increase the parcel fee tax, but this may take a year or two. The Foundation will be establishing a website per the consultant's suggestion. Ms. Crispin advised she will be hosting the Junk King Flea Market on June 7th. She will need six to nine of the Creekside MHP tables. Chairman Lindsen stated that we will set up security fencing around the basketball courts for the Junk King donated items. Ms. Crispin added that they will likely set up additional flea markets on a regular basis as many vendors are interested.
- 9) **Old Business**
 - a. Pollinator Garden – the Nevada County Beekeepers Association has approved funds to rent equipment to remove the Nandina shrubs.
 - b. E-Bike Policy – the proposed bike policy was reviewed and minor amendments were made. Director Towne moved to accept the policy as amended and Director Potter seconded the motion. Unanimously approved.
 - c. Playground Shade Structure – the contractor selected backed out of the project. Chairman Lindsen has reached out to MiraclePlaysystems and will be meeting with another contractor next week.
 - d. Rural Recreation & Tourism Grant – Engineering and surveys for the RV Park are in process. The pump will cost approximately \$30,000 to be repaired and rebuilt. Best case scenario is that will be ready to be reinstalled in ten days.
 - e. Park Lighting – Director Potter advised that Jensen Tree Service has a crane to replace the parking lot light. No update on lighting between stage and parking areas.
 - f. Creekside Village - *No update.*

10) New Business

- a. Credit Card Limit – Chairman Lindsen would like to update the \$3000 credit limit on the park’s card to \$5000. Director Towne moved and Director Potter seconded the motion. Unanimously approved.
- b. New Truck and Dump Trailer – Chairman Lindsen noted that the solar loan has been paid off and he would like to use some the freed-up funds toward the purchase of truck and dump trailer. He suggested a downpayment of \$10,000 and a \$20,000 loan. He anticipates a used ¾ ton truck in good condition will cost \$30,000 and the dump trailer will cost \$5,000 - \$6,000. Director Potter noted that he was able to purchase a dump trailer at auction for \$4500. Why Buy New in Roseville is an option and Placerville Mountain Enterprises is selling their trucks, running from \$12,000 to \$30,000. Director Towne wondered if the county has a fleet they retire and sell. Chairman Lindsen would like to set the budget first then look for the best deal. There is roughly \$35,000 in restricted funds. Vice Chair Lewis noted that we need to establish how much out of restricted funds will be used as the truck down payment, Director Towne moved to spend \$10,000 on a downpayment for a \$30,000 truck purchase. Vice Chair Lewis seconded the motion. Unanimously approved. Director Towne moved to spend up to \$8,000 for a dump trailer. Vice Chair Lewis seconded the motion. Unanimously approved. Director Towne suggested that Director Potter and Chairman Lindsen work together to source the truck. Director Potter expressed that the costs of a diesel truck would be high, as well as wear and tear and registration costs. Director Towne noted that diesel fuel costs have gone up significantly.
- c. New Mower – Chairman Lindsen would like to purchase new mower with restricted funds. The park needs a 96-inch deck. He is leaning towards electronic/robot mowers that would save on labor costs. Mowers would charge during the day and run at night. Maintenance is a question. This might be a good grant opportunity. Director Potter added they are becoming more efficient and designed better. Being used on golf courses. Director Towne asked about the price and Director Potter responded that they are not much more expensive than standard mowers. He added that he has been looking at electronic mowers that have a tablet for their diagnostic system. Chairman Lindsen will do research so that he can propose a specific model.
- d. Resolution 26-003 – Board reviewed the 2026 resolution approving parcel tax fee collection. Four votes for yes, one absent. Approved.
- e. Annual Budget – Chairman Lindsen and Vice Chair Lewis will meet on June 2nd at 4:00 PM to create the 2026/27 budget.

11) Advisory Groups - Presentations

- a. Buildings and Grounds.
 - i. General Park Maintenance – Director Potter noted that Nate from Jensen Tree Service offered to give the park a good bid to remove the fallen tree by the creek. A locksmith is needed for the utility door behind the ballfield restrooms. Additionally, ballfield restroom door locks are showing signs of wear and vandalism. Reed Locksmith will be contacted. Vendor policy will be added to the June agenda.
 - ii. Farmers Market and CRV Program -
- b. Upcoming events and reservations report
 - i. Upcoming Events Report – *upcoming events were announced, including Skate Jam, election center and ABBA tribute concert.*
- c. WGP Foundation Update – see above
- d. Pickleball Courts Update – no update
- e. YBONC Update – procured fill dirt.

12) Director Comments

Director Towne was disappointed with attendance at the Johnny Cash tribute and felt it was not promoted well by the Penn Valley Rodeo. He spent four hours there selling tickets with little success. The windstorm occurred that day which may have effected attendance.

Vice Chair Lewis would like to add to June agenda discussion of increasing hours and duties of District Secretary to offset more expensive bookkeeping hours.

13) Adjournment

Director Towne moved to adjourn, and Vice Chair Lewis seconded. Meeting adjourned at 7:56 PM