

Westside Community Park
~ November 4, 2020 Meeting Minutes ~

Board Members Present: Dennis Rollins, Jaxan Christensen, Carol Thorn and Harold Taylor

Board Members Absent: Carol Maxwell, Paul Malley and Bob Rumsfeld

Guests: Walt Christensen, Merri Fauchild and Mark Ruzicka

1. Call to Order - Dennis called the meeting to order at 6:00 PM. The meeting was held in the board room at Ruzicka Associates in Lakeport. A quorum was present.

2. Minutes - The October minutes were presented by Dennis. Carol T moved and Harold seconded to approve the minutes as presented. Motion passed.

3. Treasurer Report - Carol T presented the Treasurer report, as attached. Jaxan moved and Harold seconded a motion to approve the treasurer report. Motion passed.

4. Maintenance - Dennis reported that mowing is complete and service to mowing equipment is schedule to be done later. The puncture vine is still a problem. The spraying had been successful and we will consider spraying again. Mark suggested introducing a biological weevil that ruins the seed. There was further discussion on pre-emergent application.

5. Old Business:

A. Horse Park - Dennis has not heard from Lucchetti on the asphalt application that will complete the entrance easement. We also need costs from him. The new signs at the location are getting a lot of interest. Engineering plans for grading, site and elevation is needed next estimated at \$30,000. Fund raising ideas were discussed.

B. Lakeport Lions Playground - Grading plans for the playground are being worked on.

C. Jane Barnes Field Curb, Gutter & Sidewalk - There is no progress at this time. The drop inlet for ADA has still not been received.

D. Grillin' on the Green Alternatives - Paul was not present to give an update on the virtual cook-off idea.

E. Futsal Pitch - Mark discussed the development of a website and publicity material. They are hoping to have their fundraising set up by Thanksgiving. They are reaching out to celebrity endorsements and commercial donors. Carol T met with their marketing manager to review how she will allocate donations received on our financial statement. Carol will be setting up online banking option to better manage donations received.

F. Parkside Development Sign - Walt and Dennis showed the sign that will be installed at the entrance to the park. There was discussion on what is needed and the sign is scheduled to be installed on Tuesday, Nov 10 at 9:30AM.

6. New Business

A. Taxes - Dennis said our 2018/19 taxes have been filed by Terry Hopkins. They were filed late because we were waiting for QuickBooks entries to be completed and needed reports generated. The IRS has sent a letter requesting Late Fee payment. Dennis has attempted to contact them. All data input has been completed to the QB program for 2019/20 making it easier to develop reports for future filings.

B. Use of Certificate of Deposit - Dennis said the certificate originally was earmarked for a skate park on site. As the new downtown park will have a skate park, there was discussion on possibly re-allocating the funds. Harold suggested we keep the funds to be used for equipment and/or field maintenance. Dennis suggested a fund raiser with matching funds toward the Horse Park for engineering. Other ideas were discussed and will be discussed in the future.

C. Election of Board Members for 2021 - All existing members, except Paul, have agreed to continue in their positions and will serve next year. It was moved by Carol and seconded by Harold to elect all present members except Paul to another term. Dennis will contact Paul. Motion passed.

D. Election of Officers for 2021 - All officers have agreed to continue in their present positions. Jaxan moved and Carol seconded to re-elect all officers to their present positions. Motion passed.

E. Caretaker hiring process - Our present caretakers will be leaving March 1st. Dennis suggested we develop a hiring process. We have had some inquiries and suggestions for replacement personnel. We discussed the criteria necessary for the position. Dennis said there is an application and job description he found, both need to be reviewed and updated and it should include references. Dennis will email these documents to officers of the board.

7. Other Items of Interest

- Trenton was not present to give an update on the Konocti Youth Soccer League
- The new bollards at the Jane Barnes Field have been installed and look good.
- The Porta Potty service contract terms has been reduced to once a month.

- Wilda had suggested to Dennis to consider asking the City for help with site plan, grading and engineering for the Horse Park site. Dennis suggested this could be a matching funds program. Wilda had offered to help. Dennis will follow up and it was suggested to also contact the newly elected County Supervisor.

8. Around the Table

- Merrie reported that after an MRI on Richard's leg, it was discovered that his leg was fractured and he has a torn meniscus. He will not be having surgery and will be doing physical therapy.

Meeting adjourned at 7:03 p.m.

There will be no meeting in December. The next meeting will be January 6th, 2021