

**Minutes of the Regular Board Meeting
Manson Park & Recreation District
April 13, 2017**

ATTENDING: Robert Campbell, Travis Schoenwald, Randy Reed, Marylene Rios, and Sarah Cushing. Also in attendance were Robin Pittman, Viki Downey, Mr. & Mrs. Dodson, and Megan Schoenwald. The meeting was called to order at 4:10pm by Mr. Campbell.

FLAG SALUTE

AGENDA ADDITIONS & DELETIONS: None

PUBLIC COMMENT/QUESTIONS:

-Viki Downey provided an update on her endeavors. Registration for Swim Lessons opens April 30th. May is Water Safety Month, and KOZI has agreed to promote various water-related events such as the World's Largest Swim (to be held on June 22nd at Slide Waters, 9am). A water safety program will be held at Manson Bay Park on May 20th and KOZI is helping to organize and promote that event as well. On June 17th & 18th, a Red Cross peer training event will be held at Manson Bay Park.

-Mr. and Mrs. Dodson asked the Board about any plans or progress to help relieve the water problem at Singleton Park. Mrs. Pittman will request a Locate service.

-Megan Schoenwald, representing Manson Apple Blossom 3-on-3 Basketball Tournament, requested the Board's feedback regarding funds raised by the event. Manson Parks will help with tournament registration. It was mutually agreed that 100% of the funds will be kept by Manson Apple Blossom.

APPROVAL OF MINUTES: The March 9th, 2017 Regular Meeting Minutes were reviewed. Mr. Schoenwald motioned to approve the minutes as written and Mr. Reed seconded. Motion passed 5-0.

FINANCIAL REVIEW & VOUCHER The monthly financial report was reviewed. Two versions of the Voucher were presented. The first included all the monthly expenses. The second included an addition of the proposed 50% deposit for a contract between Manson Parks & Harris Electric. After an in-depth discussion, the Voucher was revised to reflect a \$5,000 deposit to Harris Electric. The payment will not be released until proof is received that Harris Electric is bonded for a minimum of \$5,000. A completion date is to be added to the contract. The job must be completed within 30 days of Harris Electric receiving the \$5,000 deposit. Mr. Reed motioned to approve the monthly voucher as altered; Mr. Schoenwald seconded. Motion passed unopposed. Later in the meeting, Mrs. Cushing provided information that Harris Electric is bonded for \$4,000. With this information, Mr. Reed motioned to reduce the deposit amount to \$4,000. Mr. Schoenwald seconded and the motion carried (5-0).

The following payments were issued by the Chelan County Treasurer:

- Payroll: Check 11783 through 11785 & 36448 on 04/5/2017
- Voucher: Checks 800598 through 800829 on 03/21/2017

OLD BUSINESS

Director's Report: Mrs. Pittman updated the Board on the month's happenings:

- The Willow Point Restroom(s) are coming along. Foundation has been poured and forming of the walls is beginning in the next few days.
- The Buckingham's notified us of the intent to put up a rail-type fence at Old Swim Hole along their property.
- The Wells Fargo Visa credit limit is set at \$2,500. Each maintenance person has a card on the account which takes \$1,000 away from the workable amount for monthly expenditures. Mrs. Pittman requested the limit be increased to \$5,000.
- The Park Office is in need of a desk, chair, and computer. It was pointed out that there is a desk in the meeting room belonging to Manson Parks. It will be moved, and a chair and reasonably priced computer will be purchased.

Park improvements:

Design Firm Selection: The name of each Engineering Firm who responded to last year's RFQ was read aloud. Board members were allowed to vote one time for their preferred Firm. Pacific Engineering received 4 votes (Mrs. Cushing abstained). Mr. Campbell motioned to approve the selection of Pacific Engineering as we move forward with the Downtown Waterfront Masterplan. Pacific Engineering will be contacted to investigate the next step in the process.

Willow Point Restrooms: A status update was provided during the Director's Report. The foundation has been poured and Tom Allen will be pouring the walls next.

NEW BUSINESS

Willow Point Irrigation Line Replacement: Three quotes were provided for replacement and repair of the Willow Point Park irrigation line. After review, it was decided that Allied Plumbing will be awarded to project. Mr. Reed motioned to accept the quote and Mr. Schoenwald seconded. Motion passed 5-0.

ADJOURNMENT: The meeting was adjourned at 5:42pm by Mr. Campbell.

ROBERT CAMPBELL, CHAIRMAN OF THE BOARD OF COMMISSIONERS- POSITION #5

TRAVIS SCHOENWALD, VICE CHAIRMAN OF THE BOARD OF COMMISSIONERS- POSITION #2

SARAH CUSHING, COMMISSIONER POSITION #1

MARYLENE RIOS, COMMISSIONER POSITION #3

RANDY REED, COMMISSIONER POSITION #4