

**Minutes of the Regular Board Meeting  
Manson Park & Recreation District  
January 12, 2017**

**ATTENDING:** Robert Campbell, Randy Reed, and Marylene Rios. Also in attendance were Robin Pittman and Zach Johnson (media). The meeting was called to order at 4:02pm by Mr. Campbell, who was serving as Chairman in the absence of Travis Schoenwald & Sarah Cushing.

**FLAG SALUTE**

**AGENDA DELETIONS AND ADDITIONS:** None

**PUBLIC COMMENT/QUESTIONS:** Zach asked that "New Business" be moved up in the order of discussion.

**ELECTION OF OFFICERS:** Mr. Randy Reed nominated Mr. Robert Campbell as Chairman of the Board. Mrs. Marylene Rios seconded. Motion was unopposed. Mr. Randy Reed nominated Mr. Travis Schoenwald as Vice Chairman of the Board. Mrs. Marylene Rios seconded. Motion was unopposed. Due to the Conflict of Interest between Mr. Campbell & Mrs. Pittman, Mr. Campbell motioned to amend the current chain of command so that Mrs. Pittman reports directly to the Vice Chairman, Mr. Schoenwald. Mr. Reed seconded and the motion passed 3-0.

**NEW BUSINESS**

**Chelan Seaplanes:** No new information at this time.

**Director Position:** Mr. Campbell advised that a committee be formed to go through resumes. He noted that he will not be involved in the process because Mrs. Pittman, his daughter, applied for the position. It was decided that Mr. Reed will go through the resumes and pass them along. Mrs. Rios will be on the committee. Mr. Schoenwald, although not present at the meeting, expressed interest and will also participate. The committee will schedule a meeting to discuss the resumes after each person has had an opportunity to look over them.

**CONFLICT OF INTEREST ACKNOWLEDGEMENT FORM:** Forms were signed by Mr. Campbell, Mr. Reed, Mrs. Rios and Mrs. Pittman.

**PAYROLL/VOUCHER AUTHORIZATION FORM:** The Payroll/Voucher Authorization was signed.

**APPROVAL OF MINUTES:**

**November 10<sup>th</sup> Special Meeting:** Because Mrs. Pittman inadvertently omitted the warrant numbers on the original meeting minutes, an amended version was presented. Mr. Reed motioned to approve the November 10<sup>th</sup> Special Meeting minutes as amended. Mrs. Rios seconded. Motion passed 3-0.

**December 8<sup>th</sup> Regular Meeting:** Clarification on the outcome of Shoreline & Sharkey's requests was added to the minutes. Mr. Campbell motioned to approve the December 8<sup>th</sup> meeting minutes as corrected. Mr. Reed seconded; motion carried 3-0.

**FINANCIAL REVIEW:**

**Monthly Financial Reports:** The financial reports were reviewed. It was noted that 2016 revenue exceeded expectations. Reserve Account growth is due to delayed construction of the Willow Point restroom. Warrants #10980 and #33596 were issued by the Chelan County Treasurer on January 5, 2017.

**Monthly Voucher:** The monthly voucher was reviewed and the purchase of toilet partitions for Manson Bay was discussed. Mr. Reed motioned to approve the voucher as presented. Mrs. Rios seconded. Motion passed 3-0. Warrants #795408 to #759644 were issued on January 20, 2017.

**OLD BUSINESS**

**Director's Report:** Mrs. Pittman updated the Board on the week's events. The credit card processing software was shut down at year-end and Mrs. Pittman is working to find a new system. Mr. Reed cited that the Parks should consider online reservations. Mrs. Pittman agreed and will look into processing options that are compatible with Campground Master and its online reservation system. Manson High School's baseball team extended the offer of an advertisement banner to Manson Parks. The Board chose to decline but was appreciative of the offer. Mrs. Pittman also shared that Lake Chelan Building Supply and the baseball team would like to provide a storage area/scorekeeper's box for Singleton Park. The Board is excited about the proposal and is looking forward to hearing more at the next Board meeting. Mrs. Pittman also shared pricing for a new maintenance truck which is in the 2017 budget. Mr. Reed approached the idea of acquiring an ATV or UTV instead. Such vehicles can accommodate implements (buckets, scrapers, mowers, sweepers, etc.), potentially improving the efficiency of park maintenance. Mrs. Pittman will research and report her findings at the next meeting.

**Park Improvements:**

**Downtown Waterfront: Design Firm Selection:** Mrs. Pittman will provide the Design Firm packets at the next meeting. This is in reference to the 'Request for Qualifications' advertised the previous year.

**Willow Point Restrooms:** Tom Allen's bid to construct a restroom at Willow Point Park was reviewed. Construction would begin in the spring of 2017 and the total cost is \$61,000 plus tax. Mr. Reed motioned to give approval for Mrs. Pittman to sign the Bid Acceptance Letter. Mrs. Rios seconded. Motion passed unanimously.

**Project Priorities:** None.

**Singleton Drainage:** No updates.

**ADJOURNMENT:** The meeting was adjourned at 5:35pm 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