

**Minutes of the Special Board Meeting
Manson Parks & Recreation District
January 21st, 2016**

Attending: Travis Schoenwald, Sarah Cushing, Marylene Rios, Rob Campbell, Wai Tim Petersen, and Robin Pittman. Also in attendance were Stacy Byquist and Viki Downey. Meeting was called to order at 4:00 pm by Mr. Schoenwald.

Flag Salute

Agenda Deletion and Additions: A new "Project Priorities" line will be added to the next Regular Board Meeting Agenda. This will allow for the discussion and organization of upcoming projects without the need for frequent Special Meetings.

Public Comment: Viki Downey presented a check for \$5,000.00 to go toward swim lessons during the summer of 2016. The program had 523 students enrolled in 2015; her enrollment goal was 500. Unfortunately, only 153 were actually taught due to the terrible air quality during the fires. Viki also shared that she was awarded "Most Inspirational" by the Manson Chamber of Commerce.

Oath of Office: The newly elected Board members (Mr. Travis Schoenwald, Mr. Randy Reed, and Mr. Robert Campbell) were sworn into office by Mrs. Cushing.

Election of Officers: Mrs. Cushing nominated Mr. Schoenwald to continue as Chairman of the Board. Mrs. Rios seconded. Motion passed 5-0. Mr. Campbell motioned for Mrs. Cushing to continue as Vice Chair; Mr. Schoenwald seconded. Motion passed unanimously.

Conflict of Interest Acknowledgement Form: The Board of Commissioners, Director, and Office Manager disclosed any Conflicts of Interest and signed the accompanying form.

Approval of Minutes: Mr. Campbell motioned to approve the Minutes from the December 10th, 2015 Regular Meeting as presented. Mr. Reed seconded the motion. Motion passed, 5-0.

Financial Review:

The financial reports were reviewed. Mr. Reed brought up the idea of retrofitting the HID lighting at Manson Bay Park with LED as a means to save money and energy. PUD or other money may be available to make the project discounted or free. Mr. Campbell motioned to approve the monthly voucher as presented. Mr. Reed seconded. Motion passed, 5-0.

OLD BUSINESS

Commercial Vendors: Mr. Campbell motioned to approve the Commercial Vendor contracts for Shoreline & Sharkey. Mrs. Rios seconded. Motion passed 5-0. The Director will sign the contracts.

Directors Report: The Director gave updates on the following items:

-Grants: There will be an informational webinar on February 17th about RCO grants. Mr. Petersen will attend. Some grants that our projects may qualify for include the ALEA program and Recreational Trails Program. Manson Parks and Recreation District would need to secure 50% of the total funds required before any grant money would be awarded.

-Dug Outs: Replacement bracket options are being researched. Mr. Petersen will get approval from Larry Hibbard before any decisions are made. A preliminary bid was received for work by Irish Iron; Mrs. Cushing suggested that more bids be obtained before deciding. Also, only the corner posts of dug outs will need to be replaced; all other existing posts can be salvaged.

Park Improvements:

Downtown Waterfront Master Plan- It was brought up that parallel parking is the preferred design near the Old Swim Hole. Mr. Hibbard's plan did not show this as requested, however, the Board has decided to adopt the Master Plan as presented, and changes will be addressed in the future. This decision was motioned for approval by Mr. Campbell and was seconded by Mrs. Cushing. Motion passed 5-0.

Willow Point Restrooms- Mr. Campbell motioned that the contract be signed for Larry Hibbard to move forward as the Project Manager. Mrs. Rios seconded; Motion passed 5-0.

NEW BUSINESS

-The Payroll/Voucher Authorization was signed by Board Commissioners.

-The use of Manson Parks & Recreation email accounts by the Board of Commissioners was brought up. No one is currently checking their mail due to the high volume of spam/junk mail. The Director may do an instructional seminar regarding these accounts.

Having no further business to address, the meeting was adjourned by Mr. Schoenwald at 5:02 p.m.

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

SARAH CUSHING, VICE CHAIR OF THE BOARD OF COMMISSIONERS POSITION #1

MARYLENE RIOS, COMMISSIONER POSITION #3

RANDY REED, COMMISSIONER POSITION #4

ROBERT CAMPBELL, POSITION #5