

Minutes of the Regular Board Meeting

Manson Park & Recreation District

May 10, 2018

ATTENDING: Rob Campbell, Travis Schoenwald, Randy Reed, Taylor Quigley, and Ross Young. Also attending were Robin Pittman, Viki Downey, and Erin Rossell. The meeting was called to order by Mr. Campbell at 4:11pm.

FLAG SALUTE

AGENDA ADDITIONS AND DELETIONS: None.

PUBLIC COMMENT: Mrs. Viki Downey publicly thanked Manson High School junior students who cleaned up Manson Bay park as part of their school-sanctioned community clean-up day. She then talked about maintenance projects that have been completed in the park and noted concern about the spacing between the ladders and dock. Mrs. Pittman will research ladders, and the Board announced that the meeting would move to Manson Bay Park once all agenda business was addressed.

APPROVAL OF MINUTES: Minutes from the April 12, 2018 Regular meeting were reviewed. Mr. Schoenwald motioned to approve the minutes as written. Mr. Young seconded. Motion passed 5-0. Minutes from the April 27, 2018 Special meeting were then reviewed. Mr. Schoenwald motioned to approve the minutes as written, with Mr. Reed seconding. Motion passed 5-0.

FINANCIAL REVIEW & VOUCHER: The monthly financial report was reviewed. The Voucher was presented and discussed. Two vouchers were presented, one with an invoice from Brandee Borrer Design, and one without. Mrs. Pittman explained that the invoice in question was for a 5-year backlog of website hosting fees. Since Mrs. Pittman and the current Board were unaware of any prior agreement involving monthly hosting fees, the Board asked that Mrs. Borrer provide some sort of documentation to prove that Manson parks was initially aware of the service and future payments. Mr. Reed motioned to approve the voucher without the \$600 charge from Brandee Borrer Design, and Mr. Quigley seconded. The motion passed 5-0.

The following payments were issued by the Chelan County Treasurer:

Payroll checks 15252 through 15255, and 49328 through 39330, on 05/05/2018.

Voucher checks 820422, 820423, 820425, 820426, 820443, 820447, 820464, 820470, 820488, 820493, 820544, 820551, 820574, 820580, 820581, 820586, 820599, 820608, 820621, 820632, 820685, and 820696 on 4/20/2018.

OLD BUSINESS

Manson Bay Waterfront Revitalization Project

-Property Acquisition: Mr. Campbell shared that an environmental study of the property at 91 Wapato Way is underway. This study is necessary to protect Manson Parks from repercussions of acquiring the property and later discovering hazardous soil, fuel tanks or other materials at the site. Phase 1 of the project will cost approximately \$4,800. With the amount being split with a private donor group, Manson Parks will pay roughly \$2,400. Phase 2, if approved, will also be split by the donor and Manson Parks. The total cost for Manson Parks' share of Phase 2 is estimated at approximately \$19,900. The obvious risk with proceeding is loss of the funds if the purchase falls through. The risk of obtaining the property without completing the study, and later finding problems, is far greater. In the name of due diligence, Mr. Schoenwald motioned to proceed with the environmental study, splitting the cost with the private donor. Mr. Quigley seconded. Motion passed 5-0.

Director's Report: Mrs. Pittman provided a review of the past month's activities. Included were the following:

- An update on the Willow Point restroom sewage pump and door locks, neither of which are in full working order.
- The owner of the snow cone business expressed concern about this summer's operations. Manson Parks has no ownership of the property at 91 Manson Boulevard, and therefore has no influence of the property's usage. If Manson Parks is able to acquire the property in the future, vendors would be required to present their request to the Board by January 1.
- This year's annual WRPA conference was a huge success. Mrs. Pittman gained a significant amount of valuable information and networked on behalf of the District.

NEW BUSINESS:

Campground Host wage: The new Host, Jeffrey Lynn, spoke with Mrs. Pittman and requested a wage increase. Mrs. Pittman shared his request with the Board. He was hired on at \$2,000 per month, or \$12.50 per hour, for 160 hours per month. He requested an increase to \$15.50 per hour. Mrs. Pittman explained that he is an extremely hard worker, he's improved the efficiency of operations, and the campground is in better shape than it's been in a very long time. The Board expressed their concern about a new employee requesting a raise so quickly, but after being made aware of the quality of Jeff's work, trustworthiness, and competency, Mr. Reed motioned to approve his request for a wage increase to \$15.50 per hour. Mr. Quigley seconded, and the motion passed 5-0.

At 5:44pm, the meeting moved to Manson Bay Park, where Viki Downey's concerns were viewed and discussed. The Board agrees that the spacing between the ladders and concrete needs to be addressed, along with the ladders themselves. Mrs. Pittman will check into these items, the cost of which may be factored into the 2019 budget. After the visit to Manson Bay Park, the meeting moved to the new green space at the end of Harris Street. This space was recently constructed by Chelan County and will be maintained by Manson Parks.

ADJOURNMENT: The meeting was adjourned by Mr. Campbell at 6:45pm.

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

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

TAYLOR QUIGLEY, COMMISSIONER POSITION #1

ROSS YOUNG, COMMISSIONER POSITION #3

RANDY REED, COMMISSIONER POSITION #4