

Minutes of the Regular Board Meeting
Manson Park & Recreation District
October 13th, 2016

Attending: Travis Schoenwald, Sarah Cushing, Randy Reed, Marylene Rios, Rob Campbell, Wai Tim Petersen, and Robin Pittman. Also in attendance were Patty McClellan, Norm and Bonnie Dodson, Dave Sneesby, Bill Sharkey, Larry Hibbard, Erasmo DeJesus, and Viki Downey. The meeting was called to order by Mr. Schoenwald at 4:00pm.

FLAG SALUTE

AGENDA DELETIONS AND ADDITIONS: None

PUBLIC COMMENT/QUESTIONS: Mrs. Bonnie Dodson shared that there has been a drainage problem at her home near Singleton Park since the road level was raised in the 1980's. In the past year since neighbors added soil to raise their own property level, excess water has been an increasing problem. They are not able to raise their own property level and are therefore asking Manson Parks to reinstall a drainage ditch or otherwise help relieve the backup of water on their property. The Board agreed to look into the matter and thanked Mr. and Mrs. Dodson for bringing the issue to their attention.

Viki Downey (Manson Parks Aquatic Supervisor) provided her 2016 year-end report for Manson Bay Park:

-The Learn to Swim Program had 527 registrants. Due to a staffing shortage after Gary Knowlton passed away, some lessons were cancelled. Despite the cancellations, a total of 467 students were instructed.

-There were 15 Junior Lifeguards this year and they were a tremendous asset during this very difficult year. Ms. Downey would like the Board to consider wage increases in order to entice new lifeguards and to match the increase in responsibility of existing guards.

-Ms. Downey shared her concern over the eroding sand at the stairs nearest the pier. She would like to get sand to replace what has been displaced over the years and would also like the stairs to be marked with high-visibility paint. Mr. Campbell asked Ms. Downey to bring the issue to their attention again in the spring.

-There were 19 rescues this season. Ms. Downey suspects the increase was due to Gary Knowlton's absence.

-The Lake Chelan Swim had 64 participants, 62 of whom completed the challenge. Ms. Downey was very excited to share that Mahogany & Merlot donated \$1,000 to the program.

APPROVAL OF MINUTES: The meeting minutes for September 8th, 2016 were reviewed. A motion was made by Mr. Campbell to approve the minutes as written. Mr. Reed seconded. Motion passed 5-0.

FINANCIAL REVIEW: Mr. Petersen provided a review of the monthly financial reports and voucher. Mr. Campbell motioned to approve the voucher for \$9,198.98. Mrs. Rios seconded. Motion passed unopposed.

-Voucher: Warrants #790339 to #790770 were issued from the Chelan County Treasurer on 10/21/2016.

-Payroll: Warrants #10209 through #10214 and #30792 through #30796 were issued from Chelan County Treasurer on 10/05/2016.

OLD BUSINESS

Director's Report: Mr. Petersen gave his report and notified the Board of the Community Foundation of North Central Washington's site visit. It is scheduled for 1pm on October 26th at Singleton Park and pertains to the Singleton playground grant application. Mr. Schoenwald, Mrs. Cushing, and Mrs. Pittman will attend.

Regarding his resignation, Mr. Petersen shared that he has transferred any pertinent information to Mrs. Pittman.

Park Improvements:

-Downtown Waterfront: A/E Firms: Board members are reviewing RFOs.

Mr. Hibbard asked the Board's approval for removing concrete & other surface debris from the Manson Bay waterfront area. The work will be done in the spring at no cost to the park. Mr. Campbell motioned to approve mitigation of the waterfront area at Old Swim Hole. Mrs. Cushing seconded and the motion passed 5-0.

-Willow Point: No bids were received for construction of the restroom. Mr. Hibbard contacted Tom Allen, who is interested and will be submitting a bid. Mr. Petersen shared the information he gathered regarding prefab restrooms. Mr. Reed would like to know Mr. Allen's stance on installing a prefab restroom versus constructing a restroom as specified.

-Project Priorities: Mr. Petersen provided a quote he received for aluminum stairs at Willow. Concrete stairs would be a possibility as well, but both will require permitting. Mr. Schoenwald would like to pursue a complete cultural survey of the park to potentially alleviate permitting requirements.

Old Mill and Manson Bay Street/ Parking Lights: The PUD notified Mr. Petersen that they will contribute a maximum of \$20,000 to the lighting retrofit as capital improvement. The project has a spring target date and will be included in the 2017 budget. After review of quotes by Harris Electrical and Zuluaga Electric, a motion was made by Mr. Campbell to hire Harris Electrical in 2017 for the Manson Bay and Old Mill lighting retrofits. Mr. Reed seconded. Motion passed unanimously.

NEW BUSINESS:

-Manson Bay Name: Mr. Campbell made a motion to designate the swim area at Manson Bay Park as "Gary Knowlton Memorial Swim Area". A sign/plaque will be installed near the painting of Gary or along the railing. Mr. Reed seconded, Motion passed 5-0.

-WLC Host: Mr. Petersen shared that we have had no applicants for the Wapato Lake Campground Host position. Mr. Campbell suggested that the Parks ask Marjorie "Cookie" Arndt to come back for one more season until a replacement is found. Mrs. Pittman will contact Mrs. Arndt regarding the matter.

-Director's Position: Mr. Petersen's resignation was discussed and it was decided that an Interim Director is needed. Mr. Reed suggested Mrs. Pittman for the temporary position and Mrs. Cushing asked that compensation be discussed. A 30-minute Executive Session for discussion of a Park Employee was declared. Non-Board members were excused at 5:13pm; Mr. Campbell also excused himself at that time. The Regular Meeting resumed at 5:43pm with Mr. Campbell, Patty McClellan, Viki Downey, Erasmo DeJesus, and Mrs. Pittman in attendance. Oh behalf of the Board, Mr. Schoenwald offered the position to Mrs. Pittman at her current pay scale plus \$2.00 per hour. Mrs. Pittman accepted and Mr. Schoenwald motioned to hire Mrs. Pittman as Interim Director until the Director position is filled. Mr. Reed seconded. Motion passed 4-0 with Mr. Campbell abstaining.

Regarding the permanent Director position, Mrs. Pittman will research salary range and job responsibilities of Directors in similar Districts. A Special Meeting will be held on October 27th at 4:00pm at the Bumgarner Meeting Room to discuss the position further.

Having no further business, the meeting was adjourned at 6:10pm by Mr. Schoenwald.

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, COMMISSIONER POSITION #5