

**RESOLUTION NO. 2009-1**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE MANSON PARKS AND RECREATION DISTRICT DELEGATING TO THE BOARD CHAIRPERSON THE AUTHORITY TO SUPERVISE AND DISCIPLINE THE DISTRICT MANAGER, REPEALING ALL DISTRICT POLICIES THAT MAY BE IN CONFLICT WITH THIS RESOLUTION, AND SETTING AN EFFECTIVE DATE.**

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**WHEREAS,** the current policies of the Manson Parks and Recreation District (“District”) do not specifically address the authority for supervision and discipline of the individual holding the position of District Manager; and

**WHEREAS,** the Board recognizes that due to the infrequent nature of the meetings of the Board, it would be in the best interest of the Board of the District to delegate authority related to supervising and disciplining the District Manager; and

**WHEREAS,** under the current structure, the position of District Manager is arguably subject to the supervision of all five members of the District Board and this arrangement is not in the best interest of the District; now, therefore,

**THE BOARD OF COMMISSIONERS OF THE MANSON PARKS AND RECREATION DISTRICT HEREBY RESOLVE as follows:**

**Section 1.** The Board hereby delegates to the individual holding the position of Chairperson, and in the absence of the Chairperson, to the Vice-Chairperson, the authority to supervise and discipline the individual employed in the position of District Manager. Discipline

**Section 1.** Section VIII, titled "BYLAW CHANGES" of the District Bylaws is hereby amended to read as follows:

VIII. BYLAW CHANGES.

Additions, deletions, corrections, or changes may be made to the Bylaws by the Board at any Open Public Meeting of the Board by the affirmative vote of not less than three (3) members of the Board.

**Section 2.** Section IX, titled "COUNSEL" of the District Bylaws is hereby amended to read as follows:

IX. COUNSEL

The Board may contract with a private attorney or law firm for District legal services.

**Section 3.** This Resolution shall be effective immediately upon passage by the District Board.

APPROVED BY THE DISTRICT BOARD  
at an Open Public Meeting the 21<sup>st</sup> day  
of April, 2009.

By: David Gellatly  
DAVID GELLATLY, Board Chairperson

ATTEST/AUTHENTICATED:

By: Thomas J. Tobey  
TOM TOBEY, Vice-Chairperson

shall include all forms of discipline administered by and on behalf of the District up and to including termination of the employment of the District Manager.

**Section 2.** To the extent the provisions of Section 1 of this Resolution are in conflict with other policies, provisions or resolutions of the District adopted prior to the effective date of this Resolution, all conflicting provisions within any such other policies, provisions, or resolutions are hereby repealed.

**Section 3.** This Resolution shall be effective immediately upon passage by the District Board.

APPROVED BY THE DISTRICT BOARD  
at an Open Public Meeting the 21<sup>st</sup> day  
of April, 2009.

By: David Gellatly  
DAVID GELLATLY, Board Chairperson

ATTEST/AUTHENTICATED:

By: Thomas J. Tobey  
TOM TOBEY, Vice-Chairperson

**RESOLUTION NO. 2009-2**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE MANSON PARKS AND RECREATION DISTRICT AMENDING CERTAIN BYLAW PROVISIONS RELATED TO AMENDING THE BYLAWS AND LEGAL COUNSEL, AND SETTING AN EFFECTIVE DATE.**

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**WHEREAS**, the District Board meets monthly and in order to transact business, including revising Bylaw provisions which generally regulate procedural work of the Board, those revisions should be made when the Board so chooses, rather than after multiple readings that are not required by law; and

**WHEREAS**, present provisions in the District Bylaws suggest that questions of law be presented to the Chelan County Prosecuting Attorney or the Attorney General for the State of Washington for opinion; and

**WHEREAS**, neither the Chelan County Prosecuting Attorney nor the Attorney General for the State of Washington are legally obligated to provide legal counsel to the District and as such this provision in the Bylaws is not enforceable and should be amended; and

**WHEREAS**, the District should retain legal counsel consistent with the powers of the District outlined in RCW 36.69.130; and

**WHEREAS**, the Board has reviewed this Resolution and determined that the revisions to the Bylaws set forth herein are in the best interest of the District; now, therefore,

**THE BOARD OF COMMISSIONERS OF THE MANSON PARKS AND RECREATION DISTRICT HEREBY RESOLVE as follows:**



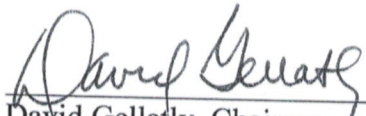
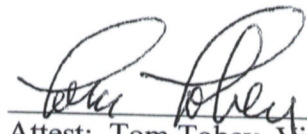
MANSON PARKS AND RECREATION DISTRICT  
RESOLUTION 2009-03

It is hereby resolved that the individuals holding the following titles shall be authorized as signers for bank accounts and other financial transactions:

1. Board Chairman
2. Board Vice-Chairman
3. Parks District Manager
4. Parks District Business Manager

It is also hereby resolved that the District payroll is authorized and signed by the Board Chairman, or in his absence, the Vice-Chairman.

Action for approval taken at the regular meeting of the Manson Parks District Board on July 14, 2009.

  
\_\_\_\_\_  
David Gellatly, Chairman  
\_\_\_\_\_  
Attest: Tom Tobey, Vice-Chairman

MANSON PARKS & RECREATION DISTRICT  
P.O. BOX 590  
Manson, WA. 98831  
509-687-9635

**RESOLUTION NO. 2009-04**

A RESOLUTION AUTHORIZING A GRANT APPLICATION FOR WILLOW PARK IMPROVEMENTS:

WHEREAS, the Manson Parks & Recreation District has documented the need for improvements to Willow Park at various times over the last several years and;

WHEREAS, the Washington State Public Works Board thru the Small Communities in Rural Counties Grant Program has grant funds available and;

WHEREAS, the Directors of Manson Parks & Recreation District have authorized the funding of \$25,000 of Park funds as matching funds over the two year life of the grant and;

THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF MANSON PARKS & RECREATION DISTRICT, CHELAN COUNTY, STATE OF WASHINGTON, THAT APPROVAL IS GIVEN TO PROCEED WITH THE GRANT APPLICATION AND THUS CERTIFY SAID APPLICATION AS REQUIRED IN THE ATTACHED DOCUMENT:

PASSED AND APPROVED THIS 1 TH DAY OF SEPTEMBER 2009, BY THE BOARD OF DIRECTORS OF MANSON PARKS & RECREATION DISTRICT.

  
BOARD CHAIRMAN

  
BOARD MEMBER

  
BOARD MEMBER

  
BOARD MEMBER



Manson Parks & Recreation District  
PO Box 590  
142 Pedoi Street  
Manson, WA 98831  
509-687-9635

November 25, 2009

Ms. Paula Cox  
Chelan County Assessor's Office  
350 Orondo Suite 6  
Wenatchee, WA 98801

Dear Ms. Cox:

Please find attached the Levy Certification and Levy Resolution for the 2010 tax year for the Manson Parks & Recreation District.

Please contact me with any questions.

Sincerely,

Fred Sharp  
Manson Parks & Recreation District  
Business Manager  
509-687-9635  
[mansonparks@flymail.net](mailto:mansonparks@flymail.net)

## Levy Certification

Submit this document to the county legislative authority on or before November 30 of the year preceding the year in which the levy amounts are to be collected and forward a copy to the assessor.

In accordance with RCW 84.52.020, I, Tom Tobey,  
(Name)

Chairman of the Board, for Manson Parks & Recreation District, do hereby certify to  
(Title) (District Name)

the Chelan County legislative authority that the Board  
(Name of County) (Commissioners, Council, Board, etc.)

of said district requests that the following levy amounts be collected in 2010 as provided in the district's  
(Year of Collection)

budget, which was adopted following a public hearing held on Nov 19, 2009:  
(Date of Public Hearing)

Regular Levy: 191,705  
(State the total dollar amount to be levied)

Excess Levy: 0  
(State the total dollar amount to be levied)

Refund Levy: 0  
(State the total dollar amount to be levied)

Signature: Thomas J. Tobey

Date: 11/25/2009



WHEREAS, the Board of Directors of Manson Parks & Recreation Dist has met and considered  
(Governing body of the taxing district) (Name of the taxing district)  
its budget for the calendar year 2010; and,

WHEREAS, the districts actual levy amount from the previous year was \$ 189,000; and,  
(Previous year's levy amount)

WHEREAS, the population of this district is ☐ more than or ☒ less than 10,000; and now, therefore,  
(Check one)

BE IT RESOLVED by the governing body of the taxing district that an increase in the regular property tax levy  
is hereby authorized for the levy to be collected in the 2010 tax year.  
(Year of collection)

The dollar amount of the increase over the actual levy amount from the previous year shall be \$ 2,705  
which is a percentage increase of 1.4 % from the previous year. This increase is exclusive of  
(Percentage increase)  
additional revenue resulting from new construction, improvements to property, newly constructed wind turbines,  
any increase in the value of state assessed property, any annexations that have occurred and refunds made.

Adopted this 19<sup>th</sup> day of November, 2009.

[Signature]  
[Signature]

If additional signatures are necessary, please attach additional page.

This form or its equivalent must be submitted to your county assessor prior to their calculation of the property tax  
levies. A certified budget/levy request, separate from this form is to be filed with the County Legislative  
Authority no later than November 30<sup>th</sup>. As required by RCW 84.52.020, that filing certifies the total amount to be  
levied by the regular property tax levy. The Department of Revenue provides the "Levy Certification" form (REV  
64 0100) for this purpose. The form can be found at: <http://dor.wa.gov/docs/forms/PropTx/Forms/LevyCertf.doc>.

For tax assistance, visit <http://dor.wa.gov/content/taxes/property/default.aspx> or call (360) 570-5900. To inquire about the  
availability of this document in an alternate format for the visually impaired, please call (360) 7056715. Teletype (TTY)  
users may call 1-800-451-7985.

**MANSON PARKS & RECREATION DISTRICT**

P.O. BOX 590  
Manson, WA. 98831  
509-687-9635

**RESOLUTION NO. 2009-06**

A RESOLUTION AUTHORIZING THE DISTRICT DIRECTOR TO SIGN VOUCHERS AND PAYROLL IF BOARD MEMBERS ARE UNAVAILABLE.

WHEREAS, the Chelan County Auditor's office requires the Manson Parks & Recreation District to submit a voucher form each time invoices are paid, and

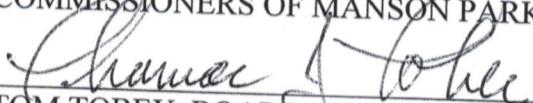
WHEREAS, the Chelan County Auditor's office requires the Manson Parks & Recreation District to submit a payroll processing report monthly, and

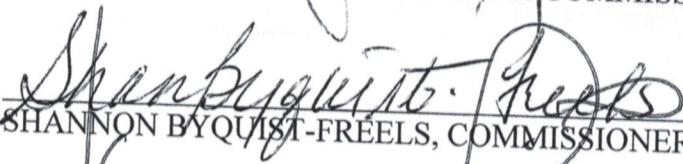
WHEREAS, the Chelan County Auditor's office requires the Manson Parks & Recreation District board members to sign the above mentioned voucher approval from and payroll processing report monthly, and

THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF MANSON PARKS & RECREATION DISTRICT, CHELAN COUNTY, STATE OF WASHINGTON, THAT:

The Manson Parks & Recreation District Board of Commissioners authorize Wai Petersen, District Director, to sign the voucher approval form and payroll processing report if the Manson Parks & Recreation District Board of Commissioners are unavailable to sign the aforementioned forms and reports.

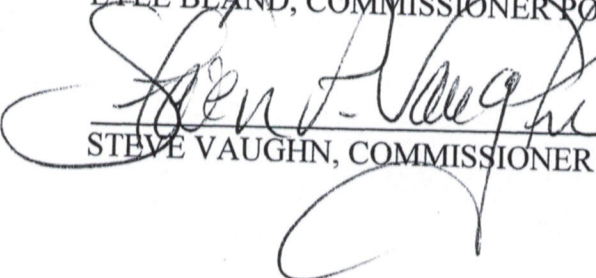
PASSED AND APPROVED THIS 16<sup>th</sup> DAY OF December 2009, BY THE BOARD OF COMMISSIONERS OF MANSON PARKS & RECREATION DISTRICT.

  
TOM TOBEY, BOARD CHAIRMAN & COMMISSIONER #2

  
SHANNON BYQUIST-FREELS, COMMISSIONER POSITION # 1

  
KEN RAU, COMMISSIONER POSITION #3

  
LYLE BLAND, COMMISSIONER POSITION #4

  
STEVE VAUGHN, COMMISSIONER POSITION #5



**MANSON PARKS & RECREATION DISTRICT**

P.O. BOX 590  
Manson, WA. 98831  
509-687-9635

**RESOLUTION NO. 2009-07**

A RESOLUTION AUTHORIZING THE APPOINTMENT OF FRED SHARP AS INVESTMENT OFFICER FOR MANSON PARKS & RECREATION DISTRICT.

WHEREAS, Manson Parks & Recreation District has funds from time to time through the year which are not immediately used when collect, and,

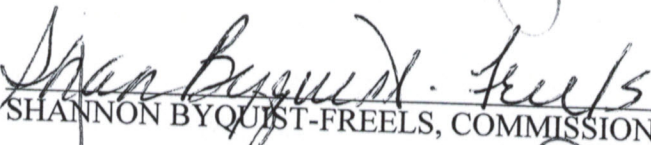
WHEREAS, The Board of Commissioners of Manson Parks & Recreation District understand that the County Treasurer, acting as our banker, can invest money for various terms, thus allowing unused funds to reach their earning potential, now,

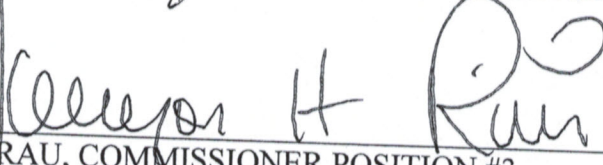
THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF MANSON PARKS & RECREATION DISTRICT, CHELAN COUNTY, STATE OF WASHINGTON, THAT:

Fred Sharp is appointed to act as the District Investment Officer for Manson Parks & Recreation District.

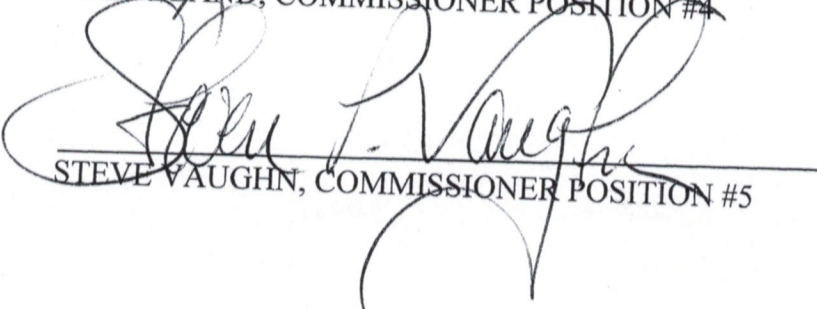
PASSED AND APPROVED THIS 16TH DAY OF December 2009, BY THE BOARD OF COMMISSIONERS OF MANSON PARKS & RECREATION DISTRICT.

  
TOM TOBEY, BOARD CHAIRMAN & COMMISSIONER #2

  
SHANNON BYQUIST-FREELS, COMMISSIONER POSITION # 1

  
KEN RAU, COMMISSIONER POSITION #3

  
LYLE BLAND, COMMISSIONER POSITION #4

  
STEVE VAUGHN, COMMISSIONER POSITION #5