

Minutes of the Regular Board Meeting

November 13th, 2025

ATTENDING: Ivan De Jesus, Jay Robinson, Kurt Sixel, and Aniceto Guzman. Also in attendance: Sarah Cushing, Stacy Byquist, Kayla Gosvener, and Robin Pittman. Mr. Sixel called the meeting to order at 4:00 p.m.

FLAG SALUTE

AGENDA ADDITIONS & DELETIONS

Mrs. Pittman added *Lake Chelan Reclamation District Voting and PUD Agreement Amendment* to the agenda.

PUBLIC COMMENT

- Sarah Cushing shared that representatives of the Village Green are interested in presenting at an upcoming park board meeting. Ms. Pittman will follow up with Ms. Cushing to identify which upcoming meeting would be appropriate.
- Mr. Guzman suggested adding a light tunnel to Manson Bay Park for the holidays. Ms. Pittman will work with park maintenance staff to accomplish this.

REVIEW & APPROVAL OF MINUTES

- **October 9, 2025 – Regular Board Meeting**
Mr. De Jesus motioned to approve the minutes as written. Mr. Guzman seconded. Motion passed 4–0.
- **October 28, 2025 – Budget Workshop**
Mr. De Jesus motioned to approve the minutes as written. Mr. Robinson seconded. Motion passed 4–0.

FINANCIAL REVIEW & MONTHLY VOUCHER

The financial reports and monthly voucher were reviewed.

Mr. DeJesus motioned to approve the voucher as presented. Mr. Guzman seconded. Motion passed 4–0.

The following payments were issued by the Chelan County Treasurer:

- **Payroll Checks:** \$20,112.07 in salaries and \$3,086.60 in benefits – Check #'s 136653, 136652, 136650, 136651
- **Voucher Checks:** \$26,717.22 – Check #'s 974014, 974012, 973968, 973942, 973937, 973936, 973919, 973902, 973899, 973897, 973893, 973885, 973882, 973875, 973867, 973806, 973741, 973730, 973726, 973720, 973717, 973711, 973698, 974017, 973696

NEW BUSINESS

Park Hours

Park hours were reviewed. No changes were made.

Marina Commercial Slips

Mr. Sixel expressed interest in returning two commercial slips to public use.

Stacy Byquist, owner of Shoreline Watercraft, stated he would like to acquire the two recently opened slips, which have historically been used for commercial purposes. No decisions were made.

Approval of EFT Policy

Board members reviewed the EFT Policy. Mr. Robinson motioned to approve the policy as written. Mr. De Jesus seconded. Motion passed 4-0.

Employee Wage Change Approval

Mr. Robinson motioned to approve the wage change as presented. Mr. Guzman seconded. Motion passed 4-0.

Pacific Engineering Contract

The board discussed project management for the Old Swim Hole Revitalization project. Mr. Sixel and Mr. Robinson agreed to serve as Project Managers, with Ms. Pittman supporting and managing grants. Pacific Engineering will be asked to help with tasks outside of the collective skill set of Manson Parks personnel.

Campground Host Job Description Update

Ms. Pittman explained the constant challenges for campground hosts at this facility. Mr. Robinson suggested that the hosts should be responsible for welcoming and assisting guests, and that a secondary person should be responsible for enforcement of rules. Ms. Pittman will contact Blackwatch Security to see if Mr. Ramsvig is interested in adding Wapato Lake Campground to his summer rounds for enforcement of quiet hours. Mr. De Jesus will assist Ms. Pittman in rewriting the Campground Host job description to better fit the expectations and responsibilities of the position.

Program Proposal: Restorative Yoga in Spanish

The board reviewed a proposal from Vicky Valdovinos, who has been providing Restorative Yoga in Spanish classes in Manson. All board members were supportive of offering her classes in the Bumgarner Meeting Room. Mr. De Jesus will revise the proposed contract and provide it for board review at the next regular meeting.

Lake Chelan Reclamation District voting

After discussion, board members approved the Park District to cast votes in the December 9th, 2025 Reclamation District election. Mr. De Jesus was selected to vote on behalf of the district.

PUD Agreement Amendment

Mr. Robinson motioned to approve the amendment as presented. Mr. De Jesus seconded. Motion passed 4-0.

OLD BUSINESS

2026 Budget Approval

Mr. De Jesus motioned to approve the 2026 budget as presented. Mr. Robinson seconded. Motion passed 4-0.

Levy Certification & Resolution 2025-02

Mr. Robinson motioned to approve the levy certification and Resolution 2025-02. Mr. De Jesus seconded. An error was identified during discussion, and the motion failed 0-4.

Mr. Robinson then motioned to approve the levy certification and Resolution 2025-02 as corrected. Mr. De Jesus seconded. Motion passed 4-0.

Aquatics Program – Aquatic Supervisor Job Description Update

Mr. Robinson motioned to approve the job description and begin advertising the Aquatic Supervisor position, contingent on Ms. Pittman's meeting with the insurance provider. Mr. De Jesus seconded. Motion passed 4-0.

Old Swim Hole Development Project

Ms. Pittman reported that the project bid is now open.

Leffler Field

Ms. Pittman provided an update on current activities and progress at Leffler Field.

Manson Bay Marina Breakwater

Ms. Pittman reported that the PUD remains on schedule to install the new breakwater in fall 2026.

Old Mill T-Dock Replacement

Ms. Pittman shared an update on the T-dock replacement project.

DIRECTOR'S REPORT

Ms. Pittman reviewed district activities and updates from the past month.

ADJOURNMENT

Mr. Sixel adjourned the meeting at 6:03 p.m.



KURT SIXEL, CHAIRMAN, COMMISSIONER POSITION #3



IVAN DE JESUS, VICE-CHAIRMAN, COMMISSIONER POSITION #2

ANICETO GUZMAN, COMMISSIONER POSITION #1

DAVE SNEESBY, COMMISSIONER POSITION #4

JAY ROBINSON, COMMISSIONER POSITION #5