



2024 Annual Report



In Parks We Play

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MANSON PARK & RECREATION DISTRICT'S
MISSION STATEMENT:

“To provide an exceptional outdoor experience for everyone”.

MANSON PARK & RECREATION DISTRICT'S
VISION STATEMENT:

“To provide the community and its visitors with parks, recreation programs, and facilities; operated in an efficient, safe, and aesthetic manner.”

BOARD OF DIRECTORS

Kurt Sixel

Chairman

Ivan De Jesus

Vice Chairman

Aniceto Guzman

Commissioner #1

David Sneesby

Commissioner #4

Susie Metzger (Fox)

Commissioner #5

KEY STAFF

Robin Pittman

Director

Kayla Gosvener

Administrative Assistant

Anselmo Pacheco

Maintenance Foreman

Mike & Teri Nance

Campground Manager-Hosts

Viki Downey

Aquatic Supervisor



2024 GOALS & OBJECTIVES

Manson Park and Recreation District's primary goal is to provide park and recreational opportunities for the Manson community and its visitors. The Board of Commissioners have identified 6 goals, with objectives to support each.

1) Operate, maintain, and improve parks that serve the people of Manson and its visitors.

- Promote acquisition of park property as the Manson area grows.
- Develop existing park property.
- Collaborate with other local entities.

2) Provide diverse recreation, socialization, and program opportunities for the community and its visitors.

- Promote park facilities and programs to community groups, individuals and visitors whenever possible.
- Create additional programs to enhance the user experience.

3) Maintain, enhance, and expand waterfront parks and facilities.

- Construct and maintain waterfront parks.
- Construct and maintain dock and marina facilities.
- Maintain current water access points and seek additional water access.
- Enhance viewing access by way of trails and viewpoints.
- Add bike and pedestrian trails where feasible.
- Provide benches, tables, or other seating for park visitors.
- Create designated entry points for non-motorized watersports.



2024 GOALS & OBJECTIVES (cont'd)

4) Maintain high maintenance standards for all parks and facilities.

- Ensure that enough manpower and resources are available for park maintenance.
- Provide staff with tools and equipment necessary to efficiently perform duties.
- Provide staff training to ensure quality work performance including, but not limited to, high standards of excellence, efficiency, safety, and positive image.
- Encourage volunteerism to help maintain parks and create a sense of ownership.
- Set schedules appropriately to ensure efficient use of time and resources.

5) Maintain a solid financial base for the District.

- Submit and support O & M levies and special levies/bonds.
- Charge user fees for programs, facility use, and services as appropriate.
- Acquire quality goods and services for the best price possible.
- Increase reserve account for greater grant potential.
- Monitor and adhere to annual budget.

6) Develop financial opportunities for future park facilities and programs.

- Identify and seek grants for expansion and development projects when feasible.
- Collaborate with various entities to encourage donations and sponsorships.

2024 PROJECTS

Singleton and Willow Point Park Master Plans

- Fully funded by the Washington State Recreation and Conservation Office's ("RCO") Planning for Recreation Access ("PRA") grant
 - Grant amount: \$150,000
- Project Consultant: Michael Terrell Landscape Architects, LLC

Old Swim Hole Revitalization Project

- Funded by RCO's Aquatic Lands Enhancement Account ("ALEA")
 - Grant amount: \$500,000
- Funded by Chelan County PUD's Public Power Benefit program
 - Funding amount: Up to \$500,000
- Reimbursement by PUD by Interlocal Agreement
 - Funding amount: Up to \$80,000
- Funded by the Washington State Department of Commerce
 - Grant amount: \$199,820
- Funded by Manson Park & Recreation District
 - Funding amount: \$295,000
- Project Consultant: Pacific Engineering & Design

Manson Bay Marina Planning Project

- Funded by RCO's Boating Facilities Program ("BFP") grant
 - Grant amount: \$82,500
- Funded by Chelan-Douglas Regional Port Authority
 - Funding amount: \$25,000
- Funded by Manson Park & Recreation District
 - Funding amount: \$2,500
- Project Consultant: Grette Associates

Leffler Field Soil Remediation

- Funded by the Washington State Department of Ecology's Toxics Cleanup Program Integrated Planning Grant (TCPIPG)
 - Grant amount: \$200,000
- Phase 1 Project Consultant: Aspect Consulting
- Phase 2 Project Consultant: Maul Foster Alongi ("MFA")

TOTAL OVERALL PROJECT FUNDING: \$2,034,820

PARKS AT A GLANCE

MANSON BAY PARK



Enjoy a picnic at the park or swim in Manson’s protected bay. The park is located within walking distance of the downtown area shops and restaurants. Manson Bay’s swim area is the only facility on Lake Chelan with lifeguards on duty during the summer months.

Manson Bay Swim Area Amenities:

- Pier with ladders for water access
- Designated swim area with lifeguards
- Red Cross accredited Lifeguards (seasonal)
- Restrooms & benches
- Shaded grassy area
- Three (3) Day Use docks for boaters
- Free swim lessons

A total of 503 students registered for free swim lessons in 2024. Due to excessive heat and smoke, many sessions had to be cancelled.

PARKS AT A GLANCE

OLD SWIM HOLE



The Old Swim Hole is a dog-friendly swim park. The fenced perimeter makes this a great place for you and your pooch to enjoy a day at the lake.

Old Swim Hole Amenities:

- Grassy area
- Dog-friendly off-leash park
- Water faucet
- Doggie clean-up station with bags & garbage can
- Outhouse
- Water access from seawall (no beach during summer months)

The revitalization and development project is still making progress. We were able to accomplish a portion of the geotechnical work in October, and as of year-end, we are awaiting clearance from the RCO's Cultural Resource team so we can move forward. Planned improvements include a paved parking area, a boardwalk connecting to Manson Bay Park, and ADA access ramp into the park, a non-motorized dock, a new seawall, and stairs for water entry.

PARKS AT A GLANCE

MANSON BAY MARINA



Our 32-slip marina offers basic slips as well as slips with water and electricity. Walk from your boat to downtown Manson's restaurants, shops, and Manson Bay Park.

Marina Amenities:

- Slips available with water and electricity
- October to mid-April, limited winter moorage is available at a discounted rate
- Restroom and shower facilities available nearby (at Park office)
- Public pump out station available April through October

Manson Bay Marina's total occupancy for 2024 was 3,636 out of a possible 8,016 nights. The power slip occupancy was 2,445 of a possible 5,241. Non-power slip occupancy was at 1,191 out of 2,775 nights.

PARKS AT A GLANCE

OLD MILL PARK



This 20-acre park is known as one of the best launch facilities on Lake Chelan. Its Day Use park is a great place to relax and have a lake-side picnic. This User Fee facility also allows visitors to park their vehicles and/or trailers for up to 7 consecutive days while they venture up-lake.

Old Mill Boat Launch Amenities:

- 4-lane boat launch with new docks provided the Chelan County PUD
- 123 boat and trailer parking stalls and overflow parking area
- Fish cleaning station
- Public restrooms
- Grassy area with plenty of shade trees
- Picnic tables and barbecues
- Day use dock with a public sewer pump-out station (no cost to boaters; available April-October)
- Automated pay station for easy payment
- Year-round use, plowed in the winter

The park's failing irrigation system was slated for replacement in 2021 by the Chelan County PUD (property owners).

This unfortunately did not happen, and has been rescheduled with an expected start date of fall of 2025.

Erosion, a growing problem at the waterfront, will be addressed by the PUD in the coming years. Replacement of the T-dock is also in the works.

PARKS AT A GLANCE

WAPATO LAKE CAMPGROUND



Wapato Lake Campground is a small, family friendly campground located on the shores of Wapato Lake. This campground offers 20 RV sites with electrical and water hookups, 2 of which are group sites, and 12 tent sites.

Campground Amenities:

- On-site host
- 30 amp and 50 amp RV sites with water hookups
- Picnic tables & swimming area
- Restrooms with pay showers
- Adjoining public boat launch with parking, dock, and gazebo
- Campfire pits

The campground opened as scheduled on April 15th. Tent site occupancy was 855 of a possible 2,040. RV site occupancy was 1,245 of 3,400. Overall occupancy was at 2,296 of a possible 5,440 nights. After a successful camping season, the campground closed on October 1st.

PARKS AT A GLANCE

WILLOW POINT PARK



Willow Point Park is a 2-acre hillside park on the north shore of Lake Chelan. Visitors can enjoy the beauty of Lake Chelan while splashing in its waters or enjoying a picnic lake-side.

Willow Point Park Amenities:

- Designated swim area
- Playground
- Picnic tables and barbeques
- Large grass area
- Mature shade trees
- Men's & women's restroom, each with one toilet, sink, bench, and baby changing station.

In their 9th year of existence, the restroom sewer system was completely redesigned and replaced by Lakeshore Excavation. It worked flawlessly, even in the peak of summer. We couldn't be happier!

Shoreline erosion is a continuing challenge and will need to be addressed as soon as resources are available. It is now noted as a priority on the park's formal Comprehensive Plan, and soon-to-be-adopted Master Plan.

PARKS AT A GLANCE

SINGLETON PARK



Singleton Park is located just one mile east of downtown Manson. With its ball fields, playground, and outdoor basketball/racquetball court, this park is designed for the recreation enthusiast! This park typically gets plenty of use from Spring through Fall.

Singleton Park Amenities:

- Softball, baseball and t-ball fields
- Soccer field
- Basketball/racquetball court
- Large open grassy areas
- Playground equipment
- Restrooms
- Large gazebo (for reservations, contact the Park office)
- Ample parking

Singleton Park's ball fields continued to experience high demand during the baseball season. The Pioneer Fire's incident command center took over the facility in the late summer and early fall. The fields suffered only minor damage, mostly from lack of watering. Soccer was displaced to some extent, but the grounds will be restored and ready for play next year.

PARKS AT A GLANCE

Leffler Field



Leffler Field is a 4.97-acre park in downtown Manson. It is owned jointly by Manson Parks and the Manson School District. It currently has no developed amenities and serves as a blank slate for parking or public events.

Leffler Park Amenities:

- Undeveloped flat acreage

Leffler Field was used for several community events this year. It served as a staging area for the Apple Blossom Festival and the arrival of Santa Claus. It was also the site of the Pirate Fest Carnival, parking area for the Annual Trunk-N-Treat, and utilized by Hydrofest organizers and racers for camping and staging.

The Washington State Department of Ecology awarded the District a grant through the IPG (“Integrated Planning Grant”) program. Work was conducted by Maul Foster Alongi and is expected to finish up in 2025.

RECREATION PROGRAMS

- ♦ **AAU youth baseball @ Singleton Park**
- ♦ **Lake Chelan FC/Manson Parks youth soccer @ Singleton Park and Chelan Falls Park**
- ♦ **Lake Chelan Boys and Girls Club spearheaded basketball for the entire Lake Chelan Valley @ Manson Schools (2024 - 2025)**
- ♦ **Swim Lessons @ Manson Bay Park**
- ♦ **Annual Egg Hunt @ Wapato Lake Campground and Singleton Park**
- ♦ **Introduction to Pickleball lessons @ Singleton Park and Manson Grange**
- ♦ **Zumba @ Manson Grange**
- ♦ **Line Dancing @ Manson Grange**

2024 FINANCIALS

Manson Park & Recreation District

Financial Review for 2024

	2024 BUDGET	REVENUE	EXPENDITURES
REVENUE	\$938,150.00	\$882,063.76	
EXPENDITURES	\$938,150.00		\$758,023.00
DIFFERENCE		\$124,040.76	

RESERVE ACCOUNT STATUS	\$470,169.80
Parks 101 Cash Status	\$997.04
WLC 109 Cash Status	\$16,371.92

Enduris Government Risk Pool 2024 Financial Note

Note X – Risk Management (for participating members of the pool)

Manson Park and Recreation District is a member of the Enduris Washington (the Pool). Chapter 48.62 RCW provides the exclusive source of local government entity authority to individually or jointly self-insure risks, jointly purchase insurance or reinsurance, and contract for risk management, claims, and administrative services. The Pool was formed on July 10, 1987, under the provisions of Chapter 48.62 RCW, Chapter 200-100 WAC, and Chapter 39.34 RCW when two counties and two cities in the State of Washington joined together by signing an interlocal governmental agreement to fund their self-insured losses and jointly purchase insurance and administrative services. During the Pool’s fiscal year ending August 31, 2024, there were 507 Enduris members representing a broad array of special purpose districts throughout the state.

The Enduris program provides various forms of joint self-insurance and reinsurance coverage for its members: Liability coverage, which includes General Liability, Automobile Liability, Public Officials’ Errors and Omissions liability, Terrorism liability and Employment Practices liability; Property coverage, which includes Building and Contents, Mobile Equipment, Boiler and Machinery, and Business Interruption/Extra Expense; Automobile Physical Damage coverage; Cyber coverage; Crime blanket coverage; Named Position coverage; and an Identity Fraud reimbursement policy. Pollution and Cyber coverage are provided on a claims-made and reported coverage form. Crime coverage is provided on a discovery form. All other coverage is provided on an occurrence coverage form.

Members are responsible for a coverage deductible or co-pay on each covered loss. Each policy year, members receive a Memorandum of Coverage (MOC) outlining the specific coverage, limits, and deductibles/co-pays that apply to them. In some instances, the Pool may allow members to elect to participate in the programs at limits, coverage, deductibles, and co-pays specific to their needs. Enduris is responsible for payment of all covered losses above the member deductible or copay up to the Pool self-insured retention (SIR). Enduris acquires excess/reinsurance from unrelated insurance companies to cover losses above the Pool’s SIR up to the coverage maximum limit of liability. The tables below reflect the Pool’s SIR, reinsurance limits, and member deductibles/co-pays by coverage type.

Coverage	Coverage Type	Pool Self-Insured Retention	Excess/ Reinsurance Limits	Member Deductibles/ Co-Pays ⁽¹⁾
Liability:				
General Liability	Per Occurrence	\$1 million	\$20 million	\$1,000 - \$100,000
Automobile Liability	Per Occurrence	\$1 million	\$20 million	\$1,000 - \$100,000
Public Officials Errors and Omissions Liability	Each Wrongful Act Member Aggregate	\$1 million	\$20 million \$20 million	\$1,000 - \$100,000

Coverage	Coverage Type	Pool Self-Insured Retention	Excess/ Reinsurance Limits	Member Deductibles/ Co-Pays ⁽¹⁾
Terrorism Liability ⁽²⁾	Per Occurrence Pool Aggregate	\$500,000 \$1 million	None	\$1,000 - \$100,000
Employment Practices Liability	Per Occurrence Member Aggregate	\$1 million	\$20 million \$20 million	20% Copay ⁽³⁾
Property ⁽⁴⁾:				
Buildings and Contents	Per Occurrence	\$500,000	\$1 billion	\$1,000 - \$250,000
Mobile Equipment	Per Occurrence	\$500,000	\$1 billion	\$1,000 - \$250,000
Boiler and Machinery	Per Occurrence	\$500,000	\$100 million	\$1,000 - \$250,000
Business Interruption (BI)/ Extra Expense (EE) ⁽⁵⁾	Per Occurrence	\$500,000	\$100 million (BI)/ \$50 million (EE)	\$1,000 - \$250,000
Sublimit ⁽⁶⁾:				
Flood	Per Occurrence	\$500,000	\$50 million (shared by Pool members)	\$1,000 - \$250,000
Earthquake	Per Occurrence	5% of indemnity, subject to a \$500,000 minimum	\$10 million (shared by Pool members)	\$1,000 - \$250,000
Terrorism Primary	Per Occurrence Pool Aggregate	\$250,000	\$100 million per occurrence \$200 million aggregate	\$1,000 - \$250,000
Terrorism Excess	Per Occurrence APIP Per Occurrence APIP Aggregate	\$500,000	\$600 million/ Pool aggregate \$1.1 billion/ per occurrence APIP program \$1.4 billion/ APIP program aggregate	\$0
Automobile Physical Damage ⁽⁷⁾	Per Occurrence	\$500,000 with exceptions	\$1 billion	\$250 - \$1,000
Cyber ⁽⁸⁾	Each Claim APIP Aggregate	\$50,000 to \$100,000 with waiting period	\$2 million \$45 million	20% Copay
Pollution ⁽⁹⁾	Each Claim APIP Aggregate	\$250,000 with exceptions	\$2 million \$25 million	\$1,000 - \$250,000
Crime Blanket ⁽¹⁰⁾	Per Occurrence	\$50,000	\$1 million	\$1,000
Named Position ⁽¹¹⁾	Per Occurrence	\$50,000	\$1 million	\$1,000
Identity Fraud Expense Reimbursement ⁽¹²⁾	Member Aggregate	\$0	\$25,000	\$0

- (1) Members may request or be required to pay a higher deductible than the minimum for certain coverage, and certain types of losses require a specific co-pay or deductible.
- (2) Terrorism liability is fully funded by the Pool, i.e., no excess/reinsurance is procured.
- (3) Members are responsible for a 20% co-pay for Employment Practices Liability coverage claim costs. However, the co-pay may be waived if they meet established guidelines.
- (4) Property coverage for each member is based on a detailed property schedule. Scheduled items are covered to the extent of the cost of repair or replacement according to the excess/reinsurance policy terms. Under the Alliant Property Insurance

Coverage	Coverage Type	Pool Self-Insured Retention	Excess/ Reinsurance Limits	Member Deductibles/ Co-Pays ⁽¹⁾
	Program (APIP), reinsurance carriers cover insured losses over \$500,000 to the limit of \$1 billion, except for certain types of sub-limited property losses such as floods, earthquakes, and terrorism.			
(5)	Business Interruption(BI)/Extra Expense (EE) coverage is based on scheduled revenue-generating locations/operations. A limited number of members are scheduled; the rest are limited to \$500,000 of coverage with a \$2.5 million Pool maximum for undeclared exposure. The waiting period (deductible) is typically 24 hours, but there are exceptions specific to the type of exposure covered.			
(6)	This Property Program sub-limit list is simplified and is not all-inclusive. In addition, sub-limits are often shared or aggregated by all pool members and, in a few cases, are shared by all APIP members. Deductibles often vary by coverage sub-limit.			
(7)	Auto Physical Damage coverage includes comprehensive, collision, and additional coverage (i.e., rental reimbursement, towing, and personal property). Each member's coverage is based on a detailed vehicle schedule. The Pool's Auto Physical Damage coverage deductible is \$500,000 per occurrence with certain exceptions: \$25,000 for on-premises comprehensive and collision; a \$100,000 minimum for emergency vehicles and all other vehicles with an RCV of \$250,000 to \$750,000; \$250,000 for all vehicles with an RCV above \$750,000.			
(8)	Cyber coverage is included under the Pool's Property program on an optional basis. Members are subject to a 20% co-pay per loss and the Pool's SIR is tiered between \$50,000 and \$100,000 depending on the insured/member's property TIV with an 8-hour waiting period. By meeting established guidelines, the co-pay may be waived. The reinsurance maximum limit of liability is \$2 million, with various declared sub-limits.			
(9)	Pollution coverage is included under the Pool's Property program on an optional basis. Members are subject to a 20% co-pay per loss. The Pool's SIR is \$250,000, with certain specific deductibles ranging from \$250,000 to \$1 million. The reinsurance maximum limit of liability is \$2 million, with various declared sub-limits.			
(10)	Each member is provided with \$2,500 of Crime Blanket coverage (also referred to as "Employee Dishonesty Coverage with Faithful Performance"). Members may elect to "buy up" the coverage from \$2,500 to \$1 million.			
(11)	Named Position coverage is optional. Members may elect to schedule various employees, directors, and commissioners, with individual limits of between \$5,000 and \$1 million.			
(12)	Enduris purchases Identity Fraud Expense Reimbursement coverage. Member claims are not subject to a deductible; the limit is \$25,000 per member.			

Members make an annual contribution to fund the Pool. Since Enduris is a cooperative program, there is joint liability among the participating members. No claim settlements were above the insurance coverage in the last three policy years.

Upon joining the Pool, members are contractually obligated to remain for at least one year. They must give notice 60 days before renewal to terminate participation. The Interlocal Governmental Agreement (formerly known as the Master Agreement) is automatically renewed each year unless provisions for withdrawal or termination are applied. Any Member terminated or withdrawing from the Pool shall be liable pro-rata for any assessments levied against Members for any year in which that Member belonged to the Pool as if they were still a Member.

Its member participants fully fund Enduris. Members file claims with the Pool, which determines coverage and administers the claims.

A seven-member Board of Directors governs the Pool. The Pool's members elect the Board, and the positions are filled on a rotating basis. The Board meets quarterly, oversees Enduris' business affairs, and provides policy direction to the Pool's Executive Director.

LOCAL PARTNERSHIPS

Chelan County

- District Treasurer
- Support via Public Works, Elections, Planning, and much more

Chelan County PUD #1

- Land owners of Old Mill Park, Manson Bay Park, Manson Bay Marina, and the District Park Office
- Providers of power throughout all parks
- Supports Old Swim Hole development project via the PPB fund

Manson School District

- Co-owners of Leffler Field
- Shared space allocations (Singleton Park, gyms, and meeting spaces)

Manson Grange

- Houses Pickleball, Zumba, and Line Dancing programs
- Provides occasional public meeting space

Lake Chelan Reclamation District

- Land owners of Wapato Lake Campground
- Providers of irrigation water throughout parks
- Providers of domestic water throughout parks
- Providers of sewer throughout parks

Lake Chelan Swim Foundation

- Hosts of the annual Lake Chelan Swim fundraiser
- Primary funding source of the Free Swim Lesson program

Manson Fire, Lake Chelan EMS, and Chelan County Sheriff's Office

- Continued support of parks, events, and public safety

Chelan-Douglas Regional Port Authority

Continued support of parks

North Central Regional Library– Manson Branch

- Provides weekly summer programs in the park

Link Transit

- Continued support of parks

Lake Chelan Rotary and Lake Chelan Lions Club

- Continued support of parks

2025 PRIORITIES

Wapato Lake Campground

- Maintain our high level of camper satisfaction
- Continue high-quality restroom and facility maintenance
- Level and replace gravel in 2-4 sites prior to season-opening
- Replace railroad ties near restroom building with retaining blocks
- Add saplings to eventually replace aging Chinese elms

Willow Point Park

- Complete park Master Plan
- Maintain restroom sewer system to ensure consistent operation

Manson Bay Park

- Continue high standards for restroom maintenance
- Work with PUD to add ADA water access

Old Mill Park

- Continue high standards for restroom, fish cleaning station, and facility maintenance
- Continue to improve customer relations
- Add a memorial or park feature utilizing Nat Bender's donation
- Work with PUD to replace irrigation system, repair restroom plumbing, irrigation system, and address erosion.

Singleton Park

- Continue high-level restroom maintenance
- Continue frequent playground safety inspections and EWF maintenance
- Improve litter clean-up
- Complete park Master Plan
- Work to establish a usage policy
- Implement agreements with Lake Chelan FC, Manson Schools, Kahiau Volleyball, Special Olympics, and others as needed.

Leffler Field

- Continue frequency of mowing
- Continue to treat noxious weeds
- Complete soil remediation planning

2025 PRIORITIES (cont'd)

Manson Bay Marina

- Continue marina guest satisfaction
- Enhance communication for improved guest compliance
- Obtain insurance information for all guests
- Replace pile caps as needed
- Repair damaged bull rails
- Work with PUD to ensure expedited breakwater replacement

Old Swim Hole

- Complete the development project by year-end

Youth Sports

- Improve communication with families and coaches
- Continue maintenance and tracking of equipment

Maintenance

- Maintain level of efficiency achieved in 2024
- Continue to promote safety
- Offer staff training whenever possible

Office

- Improve communication with public
- Offer more documents in both Spanish and English
- Improve organization
- Offer staff training whenever possible

Thank you!



We are incredibly thankful for the support of this community! Our Maintenance and Operations levy was on the April ballot, and voters approved the measure of “up to \$0.23 per \$1,000 of assessed property valuation”. This means that Manson Parks will be able to provide critical maintenance of our parks and facilities through the end of 2027. It is a pleasure to provide spaces where community members and visitors can be active and enjoy the beauty of our valley. Thank you to our Board of Commissioners, staff, volunteers, residents, and visitors, for their continued support and partnership!