

## MINUTES OF THE REGULAR BOARD MEETING

MANSON PARKS & RECREATION DISTRICT AUGUST 11<sup>TH</sup>, 2009

**ATTENDING:** Dave Gellatly, Tom Tobey, Steve Vaughn, Hal Killian, Ken Rau, Fred Sharp

**Meeting called to order at:** 5:33 p.m. by Mr. Gellatly

**Minutes of the July 14th Regular Meeting:** Mr. Tobey moved to approve minutes of the July 14th, 2009 meeting. Mr. Rau seconded, and the motion passed unanimously.

**Minutes of the July 29th Special Meeting:** Mr. Rau moved to approve minutes of the July 29th, 2009 meeting. Mr. Killian seconded, and the motion passed unanimously

**Executive Session:** The Board then went into Executive Session at 5:36 pm and reconvened at 6:05 pm. Mr. Gellatly then called the meeting back to order. Mr. Tobey made a motion to extend the Parks Manager position to Mr. Ron Kehl, at a salary of \$36,000 per year, with a 90 day probationary period, after which time medical benefits would be provided, and retirement benefits would be provided at his discretion. Mr. Rau seconded the motion. The motion passed 4-1, with Mr. Killian voting no.

**Willow Point Park:** Mr. Vaughn discussed the status of the Willow Point Park improvement project and proposed September 19, 2009 as Willow Point Day at the Park where public comment/input would be welcome relating to the proposed improvement plan. Material would be available at the Park for the public to review. The grant for this project needs to be submitted by March, 2010.

**Old Swim Hole:** Mr. Rau discussed improvements, (beach wall and stair) being planned for the Old Swim Hole, and indicated we have received approval from Chelan County PUD to proceed. The PUD did express some concerns about the rebar plans and that something should be done about the 'stump'. The PUD also stated that we will NOT be required to remove the improvements in the future. The next steps are to update the engineering and work with the pertinent regulatory agencies and remove the 'stump'.

**Swim Program Grant:** Mr. Killian discussed the current grant application with North Central Washington Community Foundation ( NCWCF) for \$1,700 for new safety equipment (life guard chair and life vests) and classes for first time students and parents that do not know how to swim. Park Board Members and representatives from NCWCF meet on August 10 to review the project. We expect to receive grant funding notification on September 6<sup>th</sup>, and will start the program on September 9<sup>th</sup>.

### **Singleton Park Fencing:**

Mr. Gellatly discussed the need to provide fencing at Singleton park to alleviate safety concerns. There was a discussion about a bid received from Chaparral Fence for approximately 550 feet of fencing. Mr. Gellatly also mentioned there was an anonymous donation of \$8,000 to offset the total cost. Mr. Rau requested that we obtain at least 3 bids before awarding a contract. Mr. Tobey made a motion to approve, pending budget availability and the 3 bids. Mr. Killian seconded and the motion was approved unanimously.

**Park Office/Marina/Swim Area Sidewalk Extension:** Mr. Killian discussed the project to extend the sidewalk from the Park Office to the Marina and then from the Swimming area to the Old Swim Hole. Mr. Vaughn suggested we get input from the Manson Business Association (MBA), and perhaps some cost sharing could be achieved. Mr. Killian agreed to discuss with MBA.

**Maintenance Building Extension:** Mr. Tobey discussed a project to add a 16' extension to the Maintenance storage building to provide for needed storage. The materials estimate was approximately \$7,000 and Mr. Tobey suggested that volunteers from the community could provide the labor needed to build the extension. Pictures of the current building and surrounding area were discussed and distributed to the audience. Mr. Rau indicated the current building needed to be cleaned and organized prior to the new extension was built. Mr. Tobey made a motion to proceed with the project pending budget availability. Mr. Killian seconded, and the motion passed unanimously.

**Singleton Park Paving:** Mr. Vaughn discussed a paving project for Singleton Park. We have one bid for 'chip-seal' application and will be getting a second bid for an asphalt application. More information will be presented as it becomes available.

**Old Mill Park Maintenance:** Mr. Tobey discussed dead trees at Old Mill Park that should be removed, and that areas of asphalt are starting to crack and we need to discuss with PUD about seal coating. Mr. Gellatly suggested we discuss with PUD quickly in order to include this project in the 2010 budget process which will be starting soon.

**Bathrooms:** Mr. Rau discussed maintenance needs at the Old Mill Park Ladies bathroom and that water is still seeping in from the roof at the Men's bathroom at the Marina.

**Wapato Lake Campground:** Mr. Rau discussed the boat ramp condition at the Wapato Lake Campground and that it was a safety issue as the slabs have settled and the metal straps are breaking which makes it very difficult to safely launch boats. The slabs need to be extended in to the lake. This should be included in next year's budget.

**Marina Breakwater:** Mr. Rau discussed the project to repair the breakwater dock. We are waiting for a quote from Reed's Marine.

**Lifeguard Wages:** Mr. Gellatly read into the minutes the following clarification on lifeguard wages for 2009:

Tyler Harding \$8.55 an hour

Adriana Guzman \$8.55 an hour

Krysta Knowlton \$8.55 an hour

Steffani Monesmith \$8.80 an hour/new lifeguard

**Winter Moorage Policy (2009-2010):** Mr. Gellatly announced a new policy for Winter moorage as described below.

1. Winter season shall commence on October 1, 2009 and run through April 18, 2010.
2. The rental for winter moorage for the period listed above is \$1,310. The entire sum must be prepaid with the reservation before October 1, 2009.
3. A written agreement for winter moorage will be signed by the vessel owner and by the Parks, which includes a hold harmless agreement. Proof of vessel insurance in the form of an insurance certificate must be provided, showing adequate liability insurance.
4. Reservations for winter moorage will be considered as accepted by the Parks office only after the above conditions have been met.

Mr. Tobey made a motion to approve the policy, Mr. Gellatly seconded and it was unanimously approved.

**Financial Review:**

Mr. Rau presented the monthly financial report as of August 11<sup>th</sup> with total revenues at \$202,626 and total expenditures of \$237,749. Reserve funds were reported at: Manson Park fund, \$1,000; Investment fund, \$75,451; Wapato Lake Fund, \$1,000; Mandatory Reserve, \$50,000 and the Working Reserve fund of \$27,451. The August voucher of \$30,652.99 was reviewed. Mr. Rau made a motion to approve the voucher, Mr. Tobey seconded and the motion passed unanimously.

**Public Comment:**

A person in the audience asked if the interviews with job applicants for the Parks Director were taped. The Board answered no.

Renee Elio asked about a response to her letter requesting that the Board meetings be moved to the other building. Mr. Gellatly responded the meetings would not be moved.

Shelly Ward asked if letters will be sent out to customers notifying them of the winter rate policy change, and if there was any community involvement in the decision to increase the rates. The Board responded that yes, customers would be advised of the changes and that the Board made the decision on the winter rates.

A person in the audience asked about the new Parks Director's experience. The Board indicated that after his acceptance of the position, that perhaps an "Open House" would be arranged for the public to meet Mr. Kehl. Another person asked if background checks had been run on Mr. Kehl. The Board responded yes.

A person in the audience mentioned that the PUD has recently extended ramps into the river and they may have some expertise in this area that might be useful in dealing with a similar issue at Wapato Lake Campground.

A person in the audience mentioned that the bottom step on the ladder in the Manson swim area is slippery, and we should look into getting a non-slip coating on it.

Jeanette Collins spoke about her concerns with last month's minutes, that they were numerous errors and little indication of what went on during the public comment period. She also expressed concerns that no community members were involved in the interviews, that meeting notices were not being sent out, concerns about penalties and that we should not be paying an attorney to review the minutes.

A person in the audience asked about the fence project at Singleton and if we would be getting three bids. The Board answered yes.

Jeanette Collins asked about the payment to DRS for Lanny Armbruster. The Board indicated we were advised by DRS not to pay for prior service since he is no longer an employee.

Shelly Ward asked if it was wise to raise winter rates in this economy and ask for 6 months payment in advance. The board indicated it was a prudent business decision.

Jeanette Collins also indicated the minutes do not indicate Lanny Armbruster was fired.

A person in the audience asked when reservations could be made at the marina for next year. The board responded they could be made one year in advance.

Dave Gellatly distributed copies of his resignation from the Board, effective immediately, indicating he is moving out of the district.

**The regular meeting adjourned at 7:56 p.m. The next regular meeting is September 15th, 2009 at 5:30 pm in the Park Conference Room.**

Respectfully Submitted,

Fred Sharp, Business Manager