

MINUTES OF THE REGULAR BOARD MEETING

MANSON PARKS & RECREATION DISTRICT

December 16, 2009

Attending: Mr. Tom Tobey, Mr. Steve Vaughn, Mr. Lyle Bland, Mr. Ken Rau, Ms. Shannon Byquist-Freels, Mr. Wai Petersen, Mr. Fred Sharp and members of the public as indicated in the sign in sheet available in the District office.

Meeting called to order at: 6:04 p.m. by Mr. Tobey.

Oath of Office: New Board Commissioners Mr. Lyle Bland, Ms. Shannon Byquist-Freels and Mr. Pat Hautenne were sworn into office by Ms. Kristy Barker, a Notary Public from Wells Fargo Bank. Mr. Bland and Ms. Byquist-Freels took office immediately, while Mr. Hautenne will take office January 1, 2010.

Agenda Additions and Deletions: None

Minutes of the November 19th Regular Meeting: Ms. Byquist-Freels noted the minutes were missing a motion made by Mr. Killian to limit hiring that was later rescinded. The Board agreed to add this discussion to the minutes. Mr. Rau moved to approve minutes of the November 19th, 2009 meeting, as amended. Mr. Vaughn seconded and the motion passed unanimously.

Financial Review: Mr. Sharp reported the District financial condition thru December 11th, 2009. Year to date revenues for the Parks were \$309,995, with Wapato Lake Campground (WLC) revenues at \$47,827 for a total of \$357,823. Expenditures were \$262,724 for the Parks with WLC expenditures at \$74,670 for a total of \$337,394. Revenues from the Marina, WLC and property taxes were all up from 2008. Launch and parking revenue were down just slightly from 2008. Mr. Sharp also reported on the "Estimate at Completion" for year end 2009 results. Total revenues are estimated to be \$358,700 with expenditures at \$346,100 for an estimated surplus of \$12,600.

Mr. Tobey asked what happens to the surplus. Mr. Rau responded any surplus goes into the reserve fund.

The Board reviewed the monthly voucher or \$6,121.90. Mr. Rau moved to approve the voucher. Mr. Vaughn seconded and the motion passed unanimously.

Public Comment:

Mr. Pat Hautenne asked about the status of the incident involving Mr. Brett Krumm. Mr. Tobey responded he had tried three times to contact Mr. Krumm but was unable to. He mentioned he had talked to Mr. Sharkey about the issue and felt it was resolved. As a result of this incident, areas at the Marina had been painted to improve communication that no docking was allowed in the area. Mr. Tobey agreed to put a note in the employees file concerning the incident.

Directors Report:

Parks Director, Mr. Wai Petersen gave his report:

Wapato Lake Campground: Mr. Petersen raised the issue of alcohol being allowed at the Campground. Mr. Tobey explained that alcohol is allowed in individual campsites and that we've had to call police for certain incidents, but they 'backed-off' from crowd control. Mr. Rau

indicated we've have two off duty police officers out there during major holidays and he would like the new board to take some action. He is uncomfortable with the current situation and expressed concerns about the Districts exposure to lawsuits. Mr. Bland discussed this issue as being a component of the image the District wants to portray and that the Board needs a more global discussion of what we want to be. Ms. Byquist-Freels felt Memorial Day weekend was mostly college kids and that perhaps we could exclude them from reservations. She asked Mr. Petersen to come back with some options. Mr. Hautenne mentioned if you throw offenders out of the park, then they're driving drunk. Mr. Tobey mentioned that with the police indicating they do not have enough resources, there is only so much you can do, but that he is concerned about the reputation of the campground. Ms. Elia suggested we contact the Chelan Parks Department and see how they deal with this issue.

Singleton Park: The portable toilets and dumpster have been removed and a work party completed the laying of the foundation for the new building addition.

Snow Removal: We are looking to get bids for snow removal. Mr. Tobey asked if we needed to plow Old Mill park. Mr. Petersen responded that fisherman are using it, mostly commercial. Mr. Tobey responded he's not sure why we plow. Mr. Bland felt we should keep one lane open. Ms. Byquist-Freels agreed we should keep one lane open, and restrict plowing to the one lane and minimal parking. Mr. Bland also mentioned that to ensure we don't harm the water quality, snow should not be plowed into the lake. Mr. Hautenne reminded everyone it's the only operating boat ramp on the lake, and that non-commercial users use it for access to Stehekin and other areas since the winter schedule of the Lady of the Lake is limited.

Annual Report: Mr. Petersen indicated copies of the 2009 Annual Report are available and gave copies to the Board and that it will also be available soon on the District web site. Mr. Tobey indicated we have a requirement to provide a report to the PUD, which the Annual Report generally satisfies and provides an overview of yearly accomplishments.

Reservation System: He indicated he is excited about bringing the new reservation system 'on-line' and that our policies will be integrated into the system.

Old Business:

Individual Park Reports:

Willow Point: Mr. Vaughn reported we were not awarded the Public Works grant for improvements to Willow Point. We will now have to look to ALEA grants and the required 50% funding match by the District. Mr. Tobey asked if we could re-apply. Ms. Mary Murphy indicated she wasn't sure when the Public Works grants would be open, but the ALEA grant application is due in May and the Board needs to decide if they want to apply. If so, they will need to have a solid plan with budgets indicating we're ready to move. Mr. Vaughn stated we could look to the ALEA grant for erosion control and the District would need to raise \$100,000 to support our 50% match, and that the Board needs to make a decision when Mr. Hautenne joins the Board. Mr. Bland suggested a work-shop session to get together and discuss. Ms. Murphy said the Board needs to prioritize projects, let the Public know and that grant applications require a prioritization and why, and needs to be documented. Mr. Bland stated it was his understanding that more grant money is going to be made available and if there is any way to work with the County to help with grants and funding. We also need to get ready for grants.

Mr. Vaughn mentioned that perhaps we should go to the Native American Indians and request funding/donations. Ms. Murphy stated that what's lacking is a master plan for Willow Point, and that the Public Works grants are for job creation and Willow Point did not really compete well with that criteria. Mr. Bland disagreed saying the grants are to stimulate the economy. Ms. Murphy responded the criteria was jobs and that points were given and that Willow Point is not revenue generating like Link. She re-iterated the need for a Master Plan and budget and that she has stopped work on the project. Ms. Byquist-Freels stated it sounds like we've been working on it, but we need to stop talking about it and apply for better grants. She doesn't want to lose the park and we need to get something done, we need to know how much money the Board is willing to commit and it's time we do our part.

Old Swim Hole: Mr. Rau stated erosion is getting worse and it needs to be addressed.

Wapato Lake Campground: Mr. Rau discussed the need to repair the boat ramp. Ms. Byquist-Freels asked that Mr. Rau's notes be handed over to Mr. Petersen so we can move forward on this activity and get people together and get it done.

Old Mill: Mr. Tobey indicated the park is pretty much shut down for the winter.

General: Mr. Tobey asked the new Board members what Parks they'd like to take responsibility for. Mr. Bland agreed to take the Marina, Mr. Hautenne said he'd take Wapato Lake Campground and the Old Swim Hole and Ms. Byquist-Freels agreed to take Singleton Park. Mr. Bland raised a concern about the Park assignments as he wants to keep a broader view of the Parks and would like to transition away from this approach of each Board member reporting on individual Parks.

New Business:

Authorized Voucher/Payroll Signatures: Mr. Sharp requested the Board sign the signature form as requested by Chelan County. The Board members agreed and signed the form.

Resolution 2009-6: Mr. Sharp requested the Board approve the Chelan County requested resolution to authorize the District Director to sign vouchers and payroll if Board members are unavailable. Mr. Bland made a motion to approve the resolution, Mr. Rau seconded and the motion passed unanimously.

Resolution 2009-7: Mr. Sharp requested the Board approve the Chelan County requested resolution to authorize the appointment of Mr. Fred Sharp as Investment Officer for the District. Mr. Vaughn made a motion to approve the resolution, Mr. Bland seconded and the motion passed unanimously.

Marina Policy: Mr. Sharp presented the proposed updated Marina policy. He indicated that given the State Recreation and Conservation Office (RCO) funding for the Marina we are subject to their rules which include a maximum stay of 14 consecutive nights during the summer season. In the past, this rule was not really enforced as there were approximately 10 customers who had reservations mostly all summer. The new policy addressed that issue and others. Mr. Bland expressed his concern the policy was negative in tone, lacked proper definition of terms and other concerns. He would like to discuss it in a workshop prior to the January Board meeting. No further action was taken.

2010 Operating Budget: Mr. Sharp presented the proposed final 2010 budget. Ms. Byquist-Freels asked about the \$33,000 for the ALEA grant and was told it was not included in the budget. She also requested changes to certain line items between the Parks and Wapato Lake Campground. Mr. Sharp explained the proposed line items would eliminate two payroll checks being created for those employee affected and that cost accounting for the two entities could be done outside the county accounting reports. Mr. Bland disagreed with the approach and it was decided to keep the line item charges in both the Parks and Wapato Lake Campground. Mr. Vaughn then made a motion to accept the proposed budget with the line item changes. Mr. Tobey seconded and the motion was not approved as Mr. Tobey and Mr. Vaughn voted yes, and Mr. Bland, Mr. Rau and Ms. Byquist-Freels voted no.

Mr. Bland stated the levy rates needed to be reduced and he's not happy with it. Ms. Byquist-Freels stated we need to prioritize and that \$45,000 needs to be set aside for the ALEA grant. She stated agreement with the revenue budget but not the expenditure side. After more discussion, Mr. Rau made a motion to approve the bottom line revenue and expenditure budget of \$383,475, knowing that minor adjustments will be made thru line item adjustments. Ms. Byquist-Freels seconded and the motion passed unanimously.

Employee Benefit Discussion: Mr. Sharp presented a proposed Employee Benefit Policy stating that one currently does not exist. He further stated that only two employees receive medical benefits and for one employee it is unclear as to the limit of the Districts responsibility. This is an issue as this employees medical premium increased 50% from \$99 per month to \$150 per month. In addition, it appears there are several employees who qualify for retirement benefits but are not enrolled. Mr. Bland stated we need to get the eligible employees signed up immediately for retirement. He also stated he was not in favor of the proposed policy, saying its inadequate, incomplete and needs to be fair to the employees. It was decided to leave this discussion open and no further action was taken.

Monthly Board Meeting Schedule: There was a discussion on when to hold regular board meetings next year and how to make that change. Mr. Bland made a motion to move the meetings to the 2nd Tuesday of the month, starting in January, 2010. Ms. Byquist-Freels seconded and the motion passed 3 to 2, with Mr. Bland, Mr. Rau and Ms. Freels voting yes. Mr. Tobey and Mr. Vaughn voted no.

Mr. Bland requested the meetings be taped in the future. Ms. Murphy suggested looking into the legal ramifications of taping. Mr. Bland re-stated his desire to have the meetings taped.

Mr. Tobey thanked Mr. Rau for his contributions to the District as this is his last Board meeting.

The meeting adjourned at: 9:05 pm

Next Meeting: January 12, 2010 at 6:00 pm in the Bumgarner Building.

Respectfully Submitted,

Fred Sharp
Business Manager