

**Minutes of the Regular Board
Manson Parks & Recreation District
April 14, 2011 at 4:00Pm**

Attending: Len England, Rob Campbell, Lorrie Cochran, Matt Carpenter, Wai Petersen, Alyson Powers, Viki Downey, Bill Sharkey and Carrie Draeger (Chelan Mirror)

Meeting called to order at 4:02 pm by Mr. England

Flag Salute

Mr. England announced that Mr. Campbell and Mr. Reed were detained and will be arriving shortly.

Agenda Deletions or Additions: No Agenda Additions or Deletions

Public Comment: No Public Comment

Mr. Petersen read the Meeting Time Notice for the 2nd Time. (Pursuant to RCW 42.30.070)

Approval of the March 10, 2011 minutes:

Ms. Cochran moved that the minutes be approved as written. Mr. Carpenter seconded. The motion carried (3-0)

Approval of the Voucher:

April Voucher in the amount of \$13,560.72 was reviewed. Ms. Cochran asked why Payroll expenses are not detailed on the monthly voucher. Mr. Petersen indicated the payroll voucher is separate and is signed by himself or a board member in his absence. Mr. Petersen will begin putting the payroll voucher into the board packets in May for the board's information. Mr. Carpenter motioned that the voucher be approved. Ms. Cochran seconded. Motion carried (3-0)

Old Business:

Viki Downey gave an update on the Lake Chelan Swim progress as well as the status of the banners that are being donated for the Parade and other promotional opportunities. This program is progressing right along. Donors are being sought to fund this summer's free swim lessons for all Manson Residents that want to learn to swim.

Bumgarner Building: One sealed bid for the sale of the Bumgarner Building was received. Mr. England asked Ms. Cochran to open the sealed bid. Ms. Cochran opened and read the bid from the Cascade School District out loud. Ms. Cochran moved that the board accept the bid offer from the Cascade School District for the purchase of the double wide mobile building known as the Bumgarner Building in the amount of \$22,001.00. Mr. Petersen will contact the Cascade School District and have them proceed with the purchase.

Director's Report:

Parks Float for Apple Blossom

- a. Reed's Marine Boat/Trailer with Banner on the sides. Banner signs are on order through Viki.
- b. Promote upcoming programs, Social, Kids Park to Park Event, Movie @ Singleton, and Swim Classes

Upcoming Programs/Activities:

- c. Fire Safety Class (April 20th) @ Fire Station #2
- d. Apple Blossom: Kids Park to Park event, Social, Outdoor Movie
- e. Photo Contest: Currently ongoing

Park to Park Swim Event Update (Willow Point Park to Manson Bay on 9-10-11)

I will get an update from Viki regarding the status and marketing plan to further promote this event. As part of the event, participants will sign a Hold Harmless Agreement signed by all participants declaring they are in good health . .

Risk Management Plan and Safety Plan will be established to plan for any contingencies.

Bumgarner Building: I have received one sealed bid from the Cascade School District and have not received anything as expected from Chelan Parks. At this point, they are withdrawing.

Summer Position status: I have hired on two additional staff for the upcoming season. Juanita LaCourse will be our new Park Attendant at Old Mill starting a little before Memorial Weekend. And Pat Canavan as our new Maintenance personnel. He will be starting up this Monday to assist Erasmo with Park clean up and readiness.

Reminder of Election Dates:

- f. April 26th (resolution by March 11th)
- g. May 17th (resolution by April 1st) Nissa is checking if for schools only
- h. Aug 16th (resolution by May 24th) Primary
- i. November 8th (resolution by Aug 16th) General
- j. Paula at the Assessors says that we will be able to collect for 2012 with the assumption that Nissa certifies the election by year end. They will confirm with me.

The Board asked that Mr. Petersen contact Tracy Pickeral about planning to run the Levy Election in August or November, whichever will be more cost effective for the District. The cost of the election is split up between all that are on the ballot.

Comprehensive Plan is attached as part of the board packets as something to review and potentially endorse.

Alyson and I attended a grant workshop yesterday that was very good. We will be furthering our efforts in looking/acquiring grants through some of the tools we received.

Old Mill: The VenTek machine is scheduled to be here the week of the 18th for install. Training of staff will take place shortly after. I will be ordering additional signage to help funnel people to the pay station.

The Homeowners that live near Wapato Lake Campground have approached the Reclamation District about purchasing some property to be used as a private community access. The Reclamation has asked that the Parks look at this property and provide feedback. This information was just made available today. Mr. Petersen requested that board members make a trip out to look at the property and provide any insight they may have so he can get back to the Reclamation District.

Sharon La Mar Tree of Life Memorial – The Manson Community Council would like to erect a metal sculpture in memory of Sharon La Mar, a long time Manson Resident, at Manson Bay. The plans were just made available and Mr. Petersen will contact the Manson Community Council to get more information.

Comprehensive Plan Review:

Mr. England requested that Mr. Petersen update the date of the Comprehensive Plan to a current date and update the names of the Board of Directors in the plan. In addition, Mr. Campbell has some suggestions about the Vision Statement and would like to discuss Mary Murphy's comments in more detail. Mr. Petersen indicated he would like to add some Core Values to be used to measure performance of staff as well. Mr. Campbell and Mr. Petersen will get together to finalize these changes and present the final Comprehensive Plan to the Board for adoption at the next meeting.

New Business:

Policy Manual Review/Updates:

The board determined that Mr. Campbell will lead the review of the Policy Manual beginning at the May meeting. The objective will be to take one policy at a time and update the full policy manual over time.

Having no more business to conduct, the meeting adjourned at 4:35 p.m.