

MINUTES OF THE REGULAR MEETING

MANSON PARKS & RECREATION DISTRICT MARCH 17, 2009

ATTENDING: Dave Gellatly, Steve Vaughn, Ken Rau, Hal Killian, Lanny Armbruster, Diana Ellsworth, Gerald Ustanik, Jeanette Collins, Kathy Nyborg, Shannon Byquist-Freels, Bill Sharkey, Shelly Ward, Valerie Flores

MEETING CALLED TO ORDER AT 5:32 BY DAVE GELLATLY

Minutes of the February meeting: Ken Rau moved that the February 17, 2009 minutes be approved. Hal Seconded.

Financial:

Review charts and graphs, Ken asked if the Board still wanted the graphs Hal stated that he found them helpful and Steve agreed, Ken will continue to make the graphs for Board members.

Lanny told the Board the parks has spent \$27,968 so far and has taken in \$ 23,139. The working reserve is \$28,364 and the investment fund is \$76,364.

Voucher: Ken motioned to approve the March Voucher. Steve seconded.

Willow Point Upgrade: Larry Hibbard explained to the board that all the permits and plans need to be gathered in preparation for the Willow Point Project.

Steve Vaughn told the board about a \$500,000 Land and Water Conservation Grant that is available. The grant application date is May 1, 2009. Steve asked if it would be possible to get everything together to apply for this grant. This is a matching funds grant so the parks would need to have additional funds as well. Steve and Lanny have been in contact with Rory Calhoun from the R.C.O. and asked for his recommendations for beach access. Lanny explained Mr. Calhoun's recommendations to the board. Steve informed the board that because of a unresolved conversion problem at one of the Wenatchee parks, Manson Parks cannot list Chelan County as an additional applicant on the Alea grant. The conversion problem should be decided on March 27, 2009, if this issue were not resolved at this time, this would keep the parks from being able to apply as long as this issue is undecided.

Steve asked the board if the parks could try for the May 1 grant. The parks will need matching funds and applying for this grant would depend on the March 27, 2009 meetings outcome. Dave asked Larry if it was possible to apply for this grant in such a short period of time and if

the work that would need to be done to apply for the Water Conservation Grant could also be used for the Alea grant. Larry said yes the items are the same. Steve thinks the parks should try for the May 1 grant.

Steve Vaughn motioned that the board moves forward with resources to apply for the RCO “Land and Water Conservation Grant”. Hal seconded. This issue was later rescinded for one week.

Hal asked Steve for additional information concerning the May 1 grant. Steve explained the Grant as well as the changes at Willow that could be made using the grant funds.

Larry explained that when applying for grants you construct your project to meet the criteria.

Ken asked if a budget should be defined for this project. The board will need to know how many hours it will take to get the needed work done for applying for this grant.

Dave stated that the board must decide whether Larry Hibbard and Mary Murphy are to be assigned the job. Steve asked that the board at least start the process of applying for the grants. Dave stated that the board would need to negotiate a price for the work to be done and set an amount not to be exceeded. Ken asked if the board must take bids. Lanny told the board that they could ask for qualifications and then document that they looked into them. Lanny asked what the parks would be starting with first. Dave stated that they would start with the scope of work to be done and list of items to be done to complete project. Dave would like the Board to set up a time to sit down with Larry and Mary to negotiate for the price and scope of work. Dave asked Steve to table his motion until after this has been done, as this would affect the scope of work. Steve agreed.

Ken Rau motioned that the parks hire Larry Hibbard and Mary Murphy to provide the necessary services to apply for the Alea grant. Hal Killian Seconded. Motion unanimously approved.

Ken asked Larry how long it would take him to put together the first steps. Larry told Ken a week.

Ken made the motion that a special meeting be held in one week to further discussions with Larry and Mary. All in favor, Motion carried.

Steve Vaughn rescinded his earlier motion for one week.

PUD AGREEMENT: Dave told the board that the last two hurdles have been passed and item number one, was the removal of a paragraph that stated that work that was done by the PUD

be fixed for a period of one year if needed. This paragraph has been put back in the agreement as requested.

Item number two, was a paragraph, which stated that the PUD could require Manson Parks to return a PUD park to its original state, even if PUD approval had been given for the project that facilitated the change in the park. This paragraph has now been changed to state that if PUD approval has been given for a change the PUD would have to tell Manson Parks before the project was done if there was a chance it would later need to be removed. Otherwise, Manson Parks will not be required to make a change later if approval from the PUD was given.

Ken motioned to sign the PUD contract. Steve Vaughn seconded. The motion unanimously approved.

Old Swim Hole: Dave explained that after further research he found that Manson Parks has been in contact with the PUD as far back as 2003 requesting that the Old Swim Hole area be fixed. Dave was not sure what follow up had been done on this matter. There was a discussion over who has authority over the Old Swim Hole, PUD or Reclamation. Lanny told Dave that the Old Swim hole is included in the PUD lease.

Ken felt it was unfortunate that after all the studies and work the parks are still at an impasse on this issue. Ken would like to at least attempt to fix it up a little. Dave agreed but stated that the parks will need PUD permission to do even minor work. Steve asked that a letter be drafted asking the work to be done. Dave stated that he is meeting with the Steve Currett and Ray Heit from the PUD tomorrow and will know more then. Ken feels that the PUD has an obligation to the public to take care of this area.

Manson Bay Railings: Hal asked if the parks could just re-paint the railings and simplify this project. Hal asked Jerry Ustanik a paint consultant with Sherman Williams to explain how this could be done.

Jerry Ustanik explained a yearly maintenance option for the railings in Manson Bay. The railings can be scuff sanded then wiped down with a solvent, primed with a special primer then painted and top coated with urethane. Jerry explained that it is unreasonable to expect paint to hold up and be perfect for 7 to 10 years without any maintenance. Jerry explained to the board that the parks could put a yearly maintenance program to keep the railings in good condition. He told the board this is what is done at Safeco field and on bridges he then went on to explain the process. With a yearly maintenance program, the railings will not need catastrophic maintenance in the near future. Ken asked if this could be done over the water. Hal explained that he walked the railings and they are over the docks and the walkways. Jerry explained that the area could be tarped. Hal asked about PUD approval. Dave stated that there must be

approval from the PUD in writing before painting. Ken asked that the project be re-bid changing the scope of work. Bids will be due in one week.

Cash Management: Ken explained that he has been working on a new automated system for inputting information. It will be easier for one person to manage; it will require the signature of the depositor and Lanny. This would consolidate the different financial inputs so everything would be the same. Ken told the board that Lanny has been taking computer lessons and now understands things more. The Board agreed to try Ken's new cash system.

AAU: AAU sign-ups for T-Ball, Baseball and softball are now in progress.

Advertising: New Brochures will be done at Chelan Printing so that the parks can work face to face with the printer.

Marina Lighting: The board looked over Sinder Electric's bid for the work to be done. Lights will be 400 watts for each of the three light poles, plus a new breaker. Sinder's Bid and Bob's Electric were both \$3,000. Dave Sinder listed out the particulars of the project while Bob's Electric leaves some things out. This could make Bob's more expensive down the road. Dave asked Lanny to get written permission from the PUD to add the lights.

Ken moved to approve Sinder Electric for the security lighting project to be done at Manson Bay Marina. Hal seconded. All approved.

E-Mailing Policy: Hal provided the board with information on the Attorney General's findings on Board E-mailing. Hal and Dave will continue to research this issue. Ken would like to include use of the parks computer in this policy.

New Position: There were thirteen applicants for the new position. This position will be half time for \$20,800 a year.

Hal asked what the new Business Manager do. Dave told Hal primarily the job description.

Steve Vaughn motioned that the Business Manager position be paid \$20,800 a year with fluctuating hours throughout the year. Hal seconded. The motion was unanimously approved.

Valerie Flores Manson Business Association: Valerie asked the board for permission to use Singleton Park for Donkey Basketball on July 5th for a Manson Business Association fundraiser. She also requested permission to have a band at Manson Bay Park. Valerie also told everyone present about the upcoming events planned for the Fourth of July celebration. The board gave their permission for use of the parks. The Business Association will provide proof of insurance.

Restrooms: There was some discussion about the need for a policy for the use of Parks office restrooms. It was decided that the upstairs restrooms off the meeting room would remain open

to the public during office hours and the downstairs office restroom will be closed to the public. With the exception of Marina Patrons who will be issued key, lock cards. There was some discussion about how the cards work Lanny told everyone that the cards could be set so that they only open the door for a set period of time such as during the dates of a Marina patrons stay.

Quetilquason Meeting Room: Lanny asked if the old Office building is under the same policy for use as the Pedoi St. building. The Board stated that it was.

Bank Erosion: Lanny told the board that water is washing out underneath the sidewalks near the shoreline in Manson Bay. A solution to this problem will be needed.

Lanny also told the board that Erasmo is working again and will receive a .75 cent an hour raise.

Tree Trimming at Old Mill: Guy's Tree Trimming finished the trees at the boat Launch. Guy knows someone that can chip the stumps. Lanny told the board that he had talked to Guy and he will charge \$800.00 to take out the leaning tree at Willow Point Park.

Wapato Lake Campground: The finished pedestals should be in tomorrow and the project should be completed next week. Erasmo will put in the water pipes. Steve explained that he had arranged to bring a group of students out the third or fourth weekend in April to help at the campground as part of their community service.

Manson Bay Marina Differences: Lanny provided comparisons between Marina revenues last year and this year. The main difference is that last year there were more early reservations in the Marina than this year. Because of this, the amount is currently \$8,500 less than last year.

Event Calendar: Lanny provided the board with a calendar that shows what is going on in the Parks. He also told everyone that there would be an extra swim class this summer.

Accident Prevention: Lanny told the Board that there would be safety meetings held during the summer.

Lanny has been in contact with Fish and Wildlife and the County regarding the shoreline maintenance permits.

Public Comments: Shelly Ward asked if she could have a meeting for open dialogue to consider having the Inamorata stay in the Manson Bay Marina year round. Dave told Shelly they would talk it over and have her meet with Lanny. Shelly had additional comments about the Old Swimming Hole and whether the new security lights being added in the marina will cause visibility problems for boats. Can they have lens on them?

Bill Sharkey had asked at the last meeting if the PUD had permits to work on the pilings in the marina, Ken told them Lanny had checked and the PUD does not have current permits. The Parks is applying for them though.

Steve told everyone he had heard great things about the swim lessons last summer.

Jeanette Collins stated that they were great. She had also talked to coaches and parents they are very happy with the AAU program.

Shelly told the board they should look into using QuickBooks for their accounting. Ken agreed that it was very good, but there were certain County requirements they need to meet which is why they are using something different.

At 7:39 p.m., the board went into executive session to discuss the applicants for the new job position. At 8:20 p.m., the Board came out of executive session and adjourned.

The next meeting April 21, 2009 at 5:30 p.m.