

MINUTES OF THE REGULAR BOARD MEETING
MANSON PARKS & RECREATION DISTRICT
October 20TH, 2009

Attending: Mr. Tom Tobey, Mr. Steve Vaughn, Mr. Hal Killian, Mr. Ken Rau, Mr. Fred Sharp

Meeting called to order at: 5:33 p.m. by Mr. Tobey. He then mentioned the purpose of the move to the Bumgarner building is to provide more room for the public. Should the number of people attending decrease, the Board would entertain moving the meetings back to the District office building.

Minutes of the September 15th Regular Meeting: Mr. Vaughn moved to approve minutes of the September 15th, 2009 meeting. Mr. Rau seconded, and the motion passed unanimously.

Minutes of the September 17th Special Meeting: Mr. Rau moved to approve minutes of the September 17th, 2009 meeting. Mr. Vaughn seconded, and the motion passed unanimously.

Minutes of the October 13th Special Meeting: Mr. Killian moved to approve minutes of the October 13th, 2009 meeting. Mr. Vaughn seconded, and the motion passed unanimously.

Minutes of the July 14th Regular Meeting (Re-submitted): Mr. Vaughn moved to approve the re-submitted minutes of the July 14th, 2009 meeting. Mr. Rau seconded, and the motion passed unanimously.

Financial Review: Mr. Sharp reported the District financial condition thru October 16th, 2009. Year to date revenues for the Parks were \$209,910, with Wapato Lake Campground (WLC) revenues at \$48,232 for a total of \$258,142. Expenditures were \$230,364 for the Parks with WLC expenditures at \$69,399 for a total of \$299,763. Revenues from the Marina, WLC and property taxes were up from 2008. Launch and parking revenue were about even with 2008.

Mr. Sharp also introduced a new planning tool that estimates year end financial balances. The estimate for year end revenues is \$353K or 96.3% of budget. Estimated year end expenditures, including expenditures for the Singleton maintenance building expansion and the reservation software expenses are \$345K or 94.1% of budget. This would result in a forecasted surplus of \$8K at year end.

The Board reviewed the monthly voucher or \$15,386.76. Mr. Vaughn moved to approve the voucher, Mr. Killian seconded and the motion passed unanimously.

Public Comment: Mr. Tobey opened the Public Comment portion of the agenda by reviewing the ground rules for citizen's wishing to provide comments. The ground rules are:

- Speakers must state their name, street address, and be brief, concise and to the point.
- 3 minute maximum time limit per speaker.
- Any Board member may interrupt or terminate an individual's statement if it is too lengthy, repetitive, personally directed, abusive, obscene or irrelevant.

Mr. Armbruster, 225 Division St, had questions on booked revenue for swimming lessons and L&I refund items. These were discussed and answered.

Dr. Janet Gorton asked the Board to describe and discuss the Singleton Park fence project. Mr. Tobey indicated this was an item on the agenda for later in the meeting and asked that it be discussed at that time. Dr. Gordon was assured she'd be able to ask any questions at that time.

Ms. Shelly Ward, 284 N Quetilquasoon Road, expressed a concern about erosion at Willow Point and how that was prioritized in relation to the proposed Singleton park fence project. Mr. Tobey explained the erosion problem is estimated to cost approximately \$200,000 and we do not have funding, while we have a donation earmarked to help build the fence. In addition the project to fix the erosion problem entails significant permitting, which will take time to obtain from the various agencies.

OLD BUSINESS:

Willow Point: Mr. Vaughn discussed the recent "Willow Park Day" on September 19th from noon - 3:00pm. Approximately 20 neighbors and users attended. They reviewed blueprints and provided great input to the current plans, such as the need to separate areas for boats and swimmers.

Mr. Pat Hautenne, 501 W. Manson Blvd, suggested we talk to the County about clearing part of the road along the park and laying down some gravel. This would improve the parking situation.

Ms. Jeanette Collins mentioned asking for addresses was not a legal requirement.

Manson Bay: Mr. Killian discussed the "Family Swim Day" that was held on September 20 as a result of grant funding from the North Central Washington Community Foundation. District lifeguard, Viki Downey, and volunteer Ms. Linda Stone were recognized for doing a great job organizing and conducting the activities. About 20 children and 10 adults participated. Water safety and family swim lessons were provided. Mr. Killian also thanked Bill Sharkey for his support in providing free boat rides for the children.

Maintenance Building Upgrade: Mr. Tobey discussed the plans to build a 16 x 24 foot extension onto the existing maintenance building at Singleton park. This will allow for storage of District equipment that currently is stored outside, and thus is subject to additional wear and tear from the weather. All permits have been obtained, and we are now looking for volunteer labor to help build the extension by having an old fashioned "Barn Raising".

Ms. Stone suggested approaching the Leadership Class at Manson High School for community involvement credits and also the Kiwanis club. It was also suggested we combine the "Barn Raising" activity with a barbeque and make a community event out of it. A signup sheet was circulated and one will be available at the District office as well. Mr. Tobey indicated once we have enough volunteers, we will the make contact to determine the best day to hold the event.

Singleton Park Fence: Mr. Rau discussed the proposed fence project and that an anonymous donor has offered \$8,000 toward the project which is being proposed to protect children from getting hurt on Hyacinth Street. Mr. Rau indicated although no one has been hurt yet, the fence would provide a higher level of safety for children at the Park. We will need to obtain a variance from the County for the 10 foot high section of the fence, which will be 250 feet in length. There will also be a 4 foot high fence of 540 feet, which will have four, 4 foot pass thru openings with steps to allow access to and from the

park. The fence would be black chain link. Mr. Rau indicated that bid bonds would not be required for the project of this size and that the District would use the retainage process as an alternative to bid bonds. It is estimated to take two months to obtain the needed variance so the project will most likely start next spring.

Dr. Janet Gorton asked if the new fence would restrict access to the park. Mr. Rau explained there will be four, 4' pass thru openings to allow access.

Ms. Mary Stutzman, 401 Hyacinth Road, commented that a fence has been warranted for a long time. Kids forget it is a busy road and that speeding is a problem, and that some cars have been going 60 mph. She asked if the fence would be permanent, and was told yes, it would be.

There was a discussion about the speed limits and speed bumps, and that perhaps the County should be contacted about lowering the speed limit and installing removable speed bumps to accommodate snow removal.

Mr. Jerry Ustanik, 125 Summerset Blvd, commented you'd be hard pressed to find a park without a fence. It's been 20 years since the park was built and its common sense we should have a fence. If we can do anything to protect our kids, we need to do it.

Ms. Shelley Ward commented she opposed a 10' high black fence and that it would be ugly.

Ms. Shannon Byquist Freels asked about a having a public meeting to discuss the project. Mr. Tobey and Mr. Rau indicated that a meeting will be schedule to allow for public comment.

Old Swim Hole: Mr. Rau pointed out there is new erosion and he had a 'walk-thru' with PUD and County officials about what needs to be done. The stump at one has lots of erosion and the County has suggested putting in rip/rap. We'll need to coordinate a solution with all the applicable agencies; DNR, Fisheries, PUD, Reclamation District, Corp of Engineers, etc. Mr. Rau also mentioned that while the PUD and County officials were here, they visited the WLC boat ramp, which is also in need of repair.

Ms. Karen Bland, 1864 Lakeshore Dr asked if there will be a public meeting with the various agencies to review options. Mr. Tobey indicated there probably will not be one meeting, as it is difficult to schedule all the agencies involved.

Park Maintenance Report:

Willow Point: Mr. Vaughn mentioned that trees had been trimmed as part of our regular maintenance activities.

Marina: Mr. Tobey mentioned that the dock just up lake from the Marina had been painted red in certain areas to indicate no mooring allowed on that side of the dock. This was to meant to replace the confusing signs that were their originally and caused part of the problem with Mr. Krumm as discussed at last month's meeting. Moorage will not be allowed on this section of the dock in order to ensure boats moored in slips 1 thru 11 can easily enter and leave the marina from their assigned slip. The pump station area has been painted yellow to indicate access is allowed only for pump out activities. The floatation problem on the breakwater was fixed. A new problem with one on the pilings was discussed and was determined it was not severe and will be addressed in the spring.

Old Mill Park: Mr. Tobey indicated that there are 5-6 dead trees that need to be taken out. Mr. Singleton mentioned that the maintenance staff will begin 'blowing' out the District irrigation systems

and the water supply system at the Marina. Mr. Tobey mentioned the pump out station was broken and that repairs would cost \$3,500 and a replacement system would be \$5,700. He preferred to replace the 25 year old system rather than repair it. Mr. Armbruster mentioned that Washington State Parks would probably provide some funding. Mr. Tobey indicated we would seek any available funding.

WLC: Mrs. Arndt indicated the floors in the restroom were painted and they look very nice. Mr. Rau mentioned we should reseed some areas in the spring and that some trees need to be removed. It was also mentioned we should remove the Sani-kans at the end of the month.

NEW BUSINESS:

Parks Director Position: Mr. Tobey reported an offer has been made to Mr. Wai Petersen and that they are in negotiations. Mr. Vaughn mentioned that Mr. Petersen has some really good ideas about "Recreation" activities the District can pursue. Mr. Tobey explained the Board will go into Executive Session later in the evening to discuss salary options.

Security Proposal: Mr. Louis Ramsvig of Spartan Security presented his proposal for winter security patrols for the District. From October until Memorial Day, he would patrol 7 nights a week at each facility. He indicated better signage is needed at the various facilities to allow him to enforce the rules. The patrol cost would be \$10 per day. Following some discussion a motion was made by Mr. Killian to accept the proposal, Mr. Vaughn seconded, and the motion was passed unanimously.

Mr. Hautenne suggested we contact the High School woodshop teacher about students making signs. Mr. Tobey indicated there could be maintenance issues with wood signs. Ms. Ward mentioned we need eco-friendly signs and that the current signs are not very appealing.

2010 Budget Process: Mr. Sharp discussed the upcoming 2010 budget process. He indicated he is working on a draft process that will include Strategic Planning activities and will result in a statement of strategies, goals and objectives and priorities for capital and annual operating plans. A Special Board meeting will be held on November 3rd at 5:30 PM in the Bumgarner building to review the 2010 preliminary budget and obtain public comment. The plan is to submit the budget to the County on or before December 18, 2009.

District Winter Hours: After some discussion, Mr. Vaughn moved that District office hours will be 10:00 am- 2:00 pm for December thru February. Mr. Killian seconded, and the motion passed unanimously.

Ms. Byquist Freels asked about staffing and what Diana Ellsworth's job description was. Mr. Tobey replied she is the part time AAU coordinator and part time receptionist.

Director Position: There was a brief discussion on language in the Director's job description relating to the 'hiring and firing' of employees. Mr. Vaughn indicated he did not like that language, but the duties still apply to the position. There were questions about who the Director will report to. Mr. Tobey stated the Director will report to the Board Chairman, so there is a single point of contact for direction from the Board.

The Board then excused the public and went into Executive Session at 7:40 pm.

The Board returned from Executive session at 8:45 pm and resumed the regular meeting.

Mr. Tobey announced there would be no employee bonuses awarded for 2009. He also announced no decision reached on compensation for Mr. Petersen.

A member of the public indicated it was illegal to pay bonuses to public employees.

The regular meeting adjourned at 8:50 p.m.

The next regular meeting will be November 17th, 2009 at 5:30 pm in the Bumgarner Building.

Respectfully Submitted,

Fred Sharp
Business Manager