

**Minutes of the Regular Board  
Manson Parks & Recreation District  
October 13, 2011**

**Attending:** Len England, Rob Campbell, Matt Carpenter (arrived at 4:05), Randy Reed, Wai Petersen, Alyson Powers, Bill Sharkey, Viki Downer, Cindy Smith and Cass from the Lake Chelan Swim (Lorrie Cochran was unable to attend)

Meeting called to order at 4:00 by Mr. England

**Flag Salute**

**Agenda Deletions or Additions:** None

**Public Comment:** No Public Comment

**Approval of the September 8, 2011 minutes:**

Mr. Campbell moved that the minutes be approved as written. Mr. Reed seconded. The motion carried (3-0)

**Approval of the Voucher:**

Monthly financial reports reviewed and discussed.

Mr. Reed asked if the credit card processing fees had increased considerably with the addition of the Ventek Pay Station. Mr. Petersen indicated approx 50% of all sales are credit. Our rate charged for processing cards that are swiped by the cardholder is 3%. Mr. Campbell moved that the voucher in the amount of \$ 27,172.77 be approved as submitted. Mr. Carpenter seconded. The motion carried (4-0)

**Old Business**

- a. Lake Chelan Swim Update - The First Annual Lake Chelan Swim went very well this year. Viki introduced one of the participants, Kasmira Elliot, that had individually raised \$2250 in sponsors for her participation. Viki also thanked the others that had helped put this event on. Planning for the 2012 Swim has started. Viki and Cindy Smith presented the Board with a check for \$6,000.00 to cover the costs of swim lessons for the 2011 season. The Board was very grateful for all of Viki's work on this program and look forward to supporting the Lake Chelan Swim in 2012. Viki conducted 317 swim lessons this summer and her goal is to have 500 in 2012.

- b. Director's Report was reviewed by all board members. Mr. Petersen indicated that Hayli is currently in the process of having signs for the Levy Campaign made and will be writing articles for local media outlets as well. In addition, we are scheduled to blow out the lines in all parks at the end of next week.

**New Business:**

- a. Resolution: Small Works Roster  
Some of the Pros and Cons of creating and maintaining our own Small Works Roster were discussed as well as Pros and Cons of signing an interlocal agreement with Chelan PUD to utilize their Small Works Roster. The Board tabled this topic until the November Regular Board Meeting, to give them time to thoroughly review the Resolution.
- b. Interlocal Agreement (PUD): Small Works Roster  
The Board tabled this topic until the November Regular Board Meeting, to give them time to thoroughly review the Contract prior to signing the contract.
- c. Willow Point Park Policy  
The updated policy was reviewed. With the exception of wording, the policy remains unchanged. The board unanimously agreed to accept the policy as written.
- d. WLC Drain field Bids  
Three (3) bids were received from a total of 6 bids solicited. The bids and bidders were reviewed by the Board. Mr. Petersen informed the Board that the winning bidder would be required to increase their bid by 3% to include a Bid Bond which was not specified in the bid request. A Bid Bond is required by state law for all Public Works. NCW On Site Solutions was the lowest responsible bidder and will be awarded the Wapato Lake Campground Septic Replacement Contract. Mr. Petersen will contact them tomorrow to start the contracting process.
- e. 2012 Budget  
Mr. Petersen indicated that we are right on track with our 2011 budget, and in fact estimates that we will spend approx \$10,000 less than was budgeted for the year. In preparation for the 2012 Budgeting process, Mr. Petersen asked what projects were priorities for the Board so they can be included in the Budget. Some of the priority projects the board wants to consider for 2012 are Singleton Park Drainage and Reconfiguration; Willow Point Erosion (with Grant help); Handrail (and/or Ramp) at Manson Bay to assist guest with mobility challenges; New Buoys for Willow Point Swim Area; The trail from the Old Swim Hole to Manson Bay; Old Swim Hole Pump House; Old Swim Hole Erosion Control and Sea Wall. In addition, the Board would like Mr. Petersen to continue to research the feasibility of adding cabins as guest accommodations at Wapato Lake Campground to see if it is cost effective. Mr. Reed suggested Mr. Petersen may want to contact a firm in Wenatchee to assist with the Permitting process.

Having no further business to attend to the meeting adjourned at 4:56 p.m.

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LEN ENGLAND, CHAIRMAN OF THE BOARD OF COMMISSIONERS

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ROB CAMPBELL, VICE CHAIR OF THE BOARD OF COMMISSIONERS

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LORRIE COCHRAN, COMMISSIONER POSITION #1

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MATT CARPENTER, COMMISSIONER POSITION #3

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RANDY REED, COMMISSIONER POSITION #4