

Meeting  
January 16, 2007

# Board Meeting Minutes

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## Eastmont Metropolitan Park District (EMPD)

Parks & Recreation Department

### Attendance

**EMPD BOARD MEMBERS PRESENT:**

Dennis Gibson, Position 4, Chairman  
Jim Jahr, Jr., Position 2  
Bill Williams, Position 5, Secretary

**EMPD BOARD MEMBERS ABSENT:**

Fred Walk, Position 3  
Mike Vail, Position 1, Vice Chairman

**STAFF PRESENT:**

Julie Abbott  
Joan Broomell  
Trina Sanders  
David Schwab

**GUESTS PRESENT:**

Jim Nelson, Bond Underwriter  
Tom Bassett, Forte Engineering  
Robert Knowles, Project Manager  
Eric Nelson, YMCA Director  
Rob Salter, Citizen

### Meeting – January 16, 2007

The January 16, 2007 EMPD Board Meeting was called to order at 6:30 p.m. by Dennis Gibson, Board Chair.

- 1) **Introduction of Guests.** Introductions were not necessary.
  
- 2) **Motions for 2007 Board Officers.** In the absence of Board Members Fred Walk and Mike Vail it was generally decided to hold this discussion until the next scheduled Board Meeting, February 20, 2007.
  
- 3) **Minutes of December 7, 2006.** Chairman Gibson asked if everyone had reviewed the Minutes from December 7, 2006 meeting. All responded yes. There were no questions or corrections. Chairman Gibson asked for a motion to approve the Minutes as written.  
**Motion.** Jim Jahr moved to approve the Minutes as written from December 7, 2006. Bill Williams seconded and the motion was passed unanimously.
  
- 4) **Consent.** Consent items were presented to the EMPD Board for approval of warrants issued in December, 2006. There were no questions. Chairman Gibson entertained a motion to approve the Consent Items as presented.  
**Motion.** Jim Jahr moved to approve the Consent Items for December, 2006. Bill Williams seconded and the motion was passed unanimously.
  
- 5) **Staff Reports.**  
Dave Schwab, Director, briefly reviewed his Staff Report and Meetings attended.  
Trina Sanders, Recreation Supervisor reviewed her report. A brief discussion followed during which Ms. Sanders answered queries regarding the Men's Basketball League, including the "grading system", and the technical fines.  
Joel Bender, Maintenance Supervisor, reviewed his report, stating that Dave Schwab, Director would more thoroughly recap the losses incurred at the Parks during the January, 2007 windstorms.
  
- 6) **Profit/Loss and Financial Status Report.** Dave Schwab, Director presented these reports for November, with tentative December 2006 Reports, which would not be finalized until all vouchers from 2006 were received, and that we would include these reports in the next scheduled Board Meeting. There were no additional questions.
  
- 7) **Old Business.**
  - a) **Jim Nelson, Bond Underwriter.** Mr. Jim Nelson, Bonding Underwriter presented a Voted Bond report for discussion including 20 year levy projections assessed valuations and examples of financing and voter information schedules. A discussion followed during which it was generally agreed to move forward with this project.
  - b) **Fourth St. Update.** Tom Bassett of Forte Engineering presented a Conceptual Site Plan drawing. Mr. Bassett and Director Schwab had previously met with the property owner's Tina and Elliot Scull, who approved the drawing with minor changes. The Scull's did emphasize the importance of obtaining the Fulbright property. Brian Huber has arranged for an appraisal of this property to obtain a value.
  
- 8) **New Business:**
  - a) **Feasibility Study.** After a discussion involving a potential waterslide project, it was agreed to move forward with the Feasibility Study. Chairman Gibson entertained a

motion to approve payments in the amount of approximately \$3,000.00 (Three Thousand Dollars) to Forte Engineering and approximately \$15,000.00 (Fifteen Thousand Dollars) to TSE.

**Motion.** Bill Williams moved to approve the payment of \$18,000.00 (Eighteen thousand Dollars) for the Feasibility Study, Jim Jahr seconded and the motion was passed unanimously.

- b) **Signature Approval (Forte).** Director Schwab brought forth the issue of signature authority for the Forte Contract, stating that with the Board's approval he would sign this Contract, and send copies to all Board Members. Chairman Gibson will entertain a motion allowing Director Schwab signatory authority for the Feasibility Study.

**Motion.** Bill Williams made to motion to allow Director Schwab signatory authority for the Forte Contract in regards to the feasibility study, Jim Jahr seconded and the motion was passed unanimously.

- c) **Agent To Receive Claims For Damages - Resolution 07-01.** Director Schwab presented Resolution 07-01, Appointment of Agent to Receive Claims for Damages in accordance with RCW 4.96.020, with Director Schwab as designated Agent. Chairman Gibson entertained a motion to approve this Resolution as written.

**Motion.** Bill Williams motioned to approve Resolution, 07-01 as written, Jim Jahr seconded and the Resolution was passed unanimously and signed.

- d) **Small Works Roster - Resolution 07-02.** Director Schwab presented this resolution, granting the EMPD the flexibility of calling for bids from the Small Works Roster and/or Advertisements for bids on projects under \$200,000.00 (Two Hundred Thousand Dollars). Chairman Gibson entertained a motion to pass this resolution as written.

**Motion.** Bill Williams motioned to approve Resolution 07-02 as written, Jim Jahr Williams seconded and the Resolution was passed unanimously and signed.

- e) **Newspaper.** Director Schwab asked that the Board consider naming the Empire Press as the designated newspaper for EMPD Legal Publications. Chairman Gibson entertained this motion.

**Motion.** Jim Jahr moved to approve the Empire Press as the EMPD's designated newspaper of general circulation in Douglas County for legal publications. Bill Williams seconded and the motion was passed unanimously.

- f) **Volunteer Policy Change.** Director Schwab stated that there was an error in wording in the policy, stating "Ace" instead of "Act" when this policy was approved. Director Schwab was presenting the policy again with the change of this word for Board approval. Chairman Gibson asked for a motion to accept the Volunteer Policy with the aforementioned change.

**Motion.** Jim Jahr moved to accept the Volunteer Policy as written with the correction of "Ace" to "Act". Bill Williams seconded and the motion was passed unanimously.

- g) **EMPD Benefits Package.** Director Schwab reviewed the Employee Benefits Package and cost differences. Dennis Gibson, Board Chair, entertained a motion to approve this package as written.

**Motion.** Jim Jahr made the motion to approve the EMPD Benefits Package as written, Bill Williams seconded and the motion was passed unanimously.

h) **Park Rules Review.** Director Schwab presented this document to the Board with changes for review. This document will be discussed further at the next scheduled Board meeting.

i) **Payment Approval for Robert Knowles.** Director Schwab presented two invoices to the Board for payment; Chairman Gibson entertained a motion to approve these payments.

**Motion.** Jim Jahr made the motion to approve the payment to Robert Knowles as presented, Bill Williams seconded and the motion was passed unanimously.

j) **Eastmont Winter Classic Contract.** Eastmont High Boys Basketball will collect and keep gate fees for the tournaments for services rendered. Chairman Gibson will sign this contract.

k) **Park Fee Schedule.** Director Schwab presented this document for the 2007 calendar year, there were no changes necessary in the Park Fee's from 2006. Chairman Gibson entertained a motion to approve this document as written.

**Motion.** Jim Jahr made the motion to approve the Park Fee Schedule for approval for the 2007 calendar year, Bill Williams seconded and the motion was passed unanimously.

l) **2006 Maintenance Project Review.** Director Schwab presented this report to the board for their review.

m) **Storm Damage.** The Damage at the 4-plex includes; 160' of ball field fence, 130' of fence on Hanford St. Backstop damage is approximately \$16,000.00 (Sixteen Thousand Dollars). The backstop at Ninth St. is also severely damaged; this is the ESD's backstop.

n) **Four Plex Repair.** Director Schwab is asking for the Board's permission to call for bids to repair the Complex. A discussion followed. Chairman Gibson entertained a motion to call for bids for repair.

**Motion.** Jim Jahr made the motion to proceed with the call for Bids for repair, Bill Williams seconded and the motion was passed unanimously.

o) **Potential Donor.** Director Schwab explained the donor is still interested; Director Schwab will attend further meetings and pass information on when available.

Chairman Gibson asked if there was any further business, there was not. Chairman Gibson entertained a motion to adjourn.

**Motion.** Jim Jahr moved to adjourn the meeting, Bill Williams seconded and the meeting was adjourned at 7:45 p.m.

Respectfully Submitted:

Approved:

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Julie Abbott

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Dennis Gibson, Chair

