

Meeting
December 17, 2007

Board Meeting Minutes

Eastmont Metropolitan Park District (EMPD) Parks & Recreation Department

Attendance

EMPD BOARD MEMBERS PRESENT:

Mike Vail, Position 1
Jim Jahr, Jr., Position 2, Secretary
Fred O. Walk, Position 3, Chairman
Karen Patton, Position 4
Bill Williams, Position 5. Vice Chairman

STAFF PRESENT:

David Schwab, Director
Joel Bender, Maintenance Supervisor
Joan Broomell, Office Manager
Stephanie Franzen, Office Assistant
Trina Sanders, Recreation Supervisor

GUESTS PRESENT:

Ray Heit
Dan White
Aaron Linholm, YMCA
James Russell, Douglas County Empire Press
Marty Whitehall, Assistant Supervisor of Elections, Douglas County
Pat Pennington, Supervisor of Elections, Douglas County
Lilith Yanagimachi, Alliance Consulting
Mr. & Mrs. Elliot Scull

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The December 17, 2007 EMPD Board Meeting was called to order at 6:30 p.m. by Fred O. Walk, Chairman

Swearing in of New Commissioners. Pat Pennington, and Marty Whitehall from the Douglas County Auditors Office performed the swearing in of three newly elected EMPD Board Members Ray Heit, Dan White, and Fred O. Walk.

Introductions. Board members, staff and guests introduced themselves.

- 1) **Minutes of the November Board Meeting.** The November minutes were reviewed by the board. Commissioner Walk would like future minutes to reflect a brief synopsis of comments received from the public.

Motion: Jim Jahr moved to approve the Minutes as written from the November 2007 board meeting. Bill Williams seconded the motion and it passed unanimously.

- 2) **2007 Consent Items November.** Consent items were presented to the EMPD Board for approval of warrants issued in November.

Motion: Jim Jahr moved to approve the Consent items for November 2007. Mike Vail seconded the motion and it passed unanimously.

- 3) **Board Signature Items.** The minutes from the November board meeting were signed. There were no other signature items.

- 4) **Staff Reports.** Dave Schwab, Director, briefly reviewed his Staff Report.

Joel Bender, Maintenance Supervisor, briefly reviewed his maintenance activities.

Trina Sanders, Recreation Supervisor, provided an update for the current recreation programs.

- 5) **Profit/Loss Statement and Financial Status Report.** Dave Schwab, Director, presented the November Profit/Loss Statement and the Financial Status Report.

- 6) **Old Business:**

- a) **2008 Budget Message:** Director Schwab presented a copy of the 2008 Budget Request memo to the board.

- b) **Budgets:** The board received final copies of the 2008 Operating Budget, 2008 Budget detail and 2007 Amended Budget.

- c) **Sportsplex Discussion:** Director Schwab shared information he received regarding the plans for a future sports complex. Commissioner Vail explained the owners of the Sportsplex would like the EMPD Board to consider writing a letter of support for a sports complex. Commissioner Walk feels the board should write a letter of support on behalf of the EMPD in support of the concept of a sports complex to be built in East Wenatchee and that the EMPD would like to work with those involved. He would also like to invite the owners of the Sportsplex to the next board meeting.

Motion: Mike Vail moved to approve sending a letter to the Sports Council and the City Council, in support of a future sports complex. Karen Patton seconded the motion and it passed unanimously.

- 7) **New Business**

- a) **Mr. & Mrs. Scull Property Donation:** Mr. Scull stated that he is willing to farm the 4th Street orchard for another year or two, not indefinitely. The board will decide later if they will run a capital levy in the fall of 2008.
- b) **Park, Recreation & Open Space Plan Update:** Lilith Yanagimachi presented a draft Public Participation Plan. Commissioner Walk would like to see an overhead map of Park District boundaries highlighted. He feels it would be helpful for patrons to see the Park layout and offer their suggestions on what areas they would like to see developed.
- c) **Complete the Loop Trail Meeting:** Director Schwab attended the Complete the Loop Coalition meeting. The board discussed writing a letter to the WSDOT supporting retention of the trail property from Odabashian to the Irrigation Bridge but they decided not to do so at this time.
- d) **Robert Knowles Invoices for Service:** Director Schwab provided copies of two invoices submitted by Robert Knowles for services in 2007.

Motion. Mike Vail made a motion to accept the invoice from Robert Knowles. Bill Williams moved to accept the Motion and it passed unanimously

- e) **Facility Use Contract Word Change:** Joan Broomell, Office Manager, discussed a change in wording to the Facility Use contracts if a user wants to modify a date after the contract has been signed. The new wording would be in the Appendix of the contract.

Motion. Mike Vail moved to approve the motion to change the wording of the Facility Use Contract. Jim Jahr seconded the motion and it passed unanimously.

- f) **2008 EMPD Fee Schedule Review:** Director Schwab recommended changes to the Fee Schedule for 2008. If there are changes to the fee schedule it will be updated and posted.

Motion. Jim Jahr moved to accept the Fee Schedule for 2008 with the noted changes. Bill Williams seconded the motion and it passed unanimously.

- g) **AAU Gym Use Issue:** Trina Sanders, Recreation Supervisor, informed the board that one of the school restrooms was vandalized during basketball practice. She sent letters to the coaches outlining rules to be enforced. If coaches and players do not comply then the practices will be supervised by park staff and teams will be assessed a fee for that time.

- h) **Public Access to Commissioners on Website:** Trina Sanders, Recreation Supervisor, will be updating the EMPD Website with new board member information.

- i) **DOE Grant Update:** Director Schwab informed the board that preliminary drawings are completed for the extension of the shop and how waste water will be disposed of. The bid document will have alternate bid items.

- j) **Motion for Trespass:** Director Schwab will be writing a letter to the superintendent of schools of the Eastmont School District 206 giving the School District permission to enforce trespass at Eastmont Community Park, Kenroy Park and Tedford Park for students who have been trespassed by the Eastmont School District.

Motion. Jim Jahr moved to accept writing a letter to the Superintendent of schools regarding trespass. Bill Williams seconded the motion and it passed unanimously.

Commissioner Walk would like to add new headings to the agenda, Board Comments, Public Comment and Workshop and/or Executive Sessions. Director Schwab will research retreats and workshops and report back to the board.

Commissioner Walk also asked about what happened with Recreation Programs offered through the Park Department in the past. He noted attending programs years ago such as art classes, Easter egg hunts, cross country skiing, preschool. Director Schwab noted that when the department lost funding many of those programs had to stop. The Recreation Supervisor stated that some programs are being restarted in the summer.

Director Schwab presented Jim Jahr and Mike Vail with a plaque of recognition for their time spent serving on the EMPD Board. Commissioner Walk appreciates their years of service and leadership to the Park District and to the board.

The regular Park Board Meeting was adjourned at 8:15 p.m.

Respectfully Submitted:

Approved:

Stephanie Franzen

Fred Walk, Chairman