

REGULAR MEETING OF DES MOINES POOL METROPOLITAN PARK DISTRICT COMMISSIONERS MINUTES

February 16, 2010 at 7:00 PM

The meeting was called to order by President Marty Martinson at 7:02 PM in the meeting room at Midway Sewer District. In attendance: Commissioners Marty Martinson, Bernadette Barrett, Eric Kasnick, Gene Achziger, Nancy Kuehnoel and Attorney Brian Snure.

Meeting minutes from January 19, 2010 and February 2, 2010 were adopted.

Committee Reports:

Administrative Committee: Nancy Kuehnoel reported on discussion with Doug Schulze, City Manager at Normandy Park about support services for The District. Mr. Schulze will draft an Interlocal Agreement (ILA) for The District's review and comment. Normandy Park requests that we record our meetings so the employee does not have to attend night meetings. Brian Snure will prepare two resolutions in anticipation of establishing a relationship with the City of Normandy Park: an ILA and another to declare that "taping of the meeting is for the sole purpose of assisting in the preparation of meeting minutes".

Insurance: Nancy Kuehnoel reported that WCIA will not provide insurance coverage until they review the future agreements between The District and Highline School District and The District and AMG and review the physical condition of the pool and facility.

Communications: Gene Achziger provided the first draft of a possible website for The District. It was decided that Bernadette Barrett would move forward to purchase/register several domain names for The District's future website. Gene Achziger also provided a draft of a logo for The District. A motion was made and passed to adopt the logo.

Facilities Committee: Gene Achziger reported on an inspection of the pool and facility by Rich Bankhead, engineering instructor at Highline Community College. He noted some areas where The District could save money through repairs or different classification as a natural gas customer.

Finance Committee: Marty Martinson reported on the approval of The District's request to King County Finance of interim operating funds up to \$350,000. King County Finance will also function as The District's treasurer and will provide financial reports for The District's use of funds. The District will need to develop a process in the submission and approval of voucher requests to prepare warrants by King County in the payment of The District bills. Nancy Kuehnoel will work with Normandy Park on a process.

As point of clarification, Gene Achziger said The District needs a Master Plan, not a Comprehensive Plan.

Also discussed was the disposition of the remaining SOS funds of approximately \$2,700. Nancy Kuehnoel will follow up with The Legacy Foundation to see if they can manage swimming scholarships. The question will ultimately go before the SOS committee members.

Resolution 2010-02 selecting King County Treasury to act as The District's treasurer to handle payments and manage investments. A motion was made, seconded and unanimously approved.

New Business:

Marty Martinson led a discussion and prioritization of The District's next actions. These are items that need to be completed prior to assuming responsibility for the Mt. Rainier Pool facility April 1, 2010:

Priority List for April 1 “Must Do”

1. Have insurance (which needs facility conditions report & contracts w/ both HSD & AMG--NK
2. Contract w/ HSD—MM & GA
3. Contract w/ AMG (Brian Snure will review last contract & prepare a draft)—MM & GA
4. Accounting system in place—MM & NK
5. VGB Pool Drain Upgrade—MM & GA

Priority List for April 1 “Want Done”

1. Website—GA & BB
2. Business cards for Commissioners
3. Signage—not assigned

Marty Martinson requested that The Board add at the end of each meeting a quick check of (1) what went well, (2) what didn't go well, and (3) room for improvement. A motion was made to add the “process check” to the meeting agenda. The motion was seconded and passed unanimously.

The next meeting is scheduled for March 2, 2010 at the Midway Sewer District meeting room. Marty Martinson notified The Board that he will be out of town and will miss the March 2 and March 16 meetings.

Meeting adjourned at 8:50 PM.

Meeting Minutes prepared by Nancy Kuehnoel.

Commissioner

Commissioner

Commissioner

Commissioner

Clerk

Commissioner