

DES MOINES POOL METROPOLITAN PARK DISTRICT  
REGULAR MEEETING  
APRIL 6, 2010

President Martinson called the meeting to order at 7:02 p.m. at Midway Sewer District, 3030 S 240<sup>th</sup> St Kent, WA, followed by the Pledge of Allegiance.

ROLL CALL

Present: President Marty Martinson, Clerk of the Board Nancy Kuehnoel; Commissioners: Gene Achziger, Eric Kasnick and Bernadette Barrett; Attorney Brian Snure and Normandy Park City Clerk Debbie Burke.

ADOPTION OF MINUTES

**Motion** by Commissioner Achziger to approve the February 16<sup>th</sup>, March 2<sup>nd</sup> and March 9<sup>th</sup> meeting minutes, second by Commissioner Kasnick. The motion carried 5 – 0.

VOUCHER APPROVAL

**Motion** by Commissioner Achziger to approve vouchers 2010-01 through 2010-04 in the amount of \$14,403.37, second by Commissioner Kasnick. The motion carried 5 – 0.

OLD BUSINESS

Finalization of agreements with Highline School District & Aquatic Management Group

**Motion** by Commissioner Achziger to ratify the change to paragraph 8 to modify the indemnification language, second by Commissioner Kuehnoel. The motion carried 4 – 0, Commissioner Kasnick, employee of AMG, abstained from voting.

Insurance

President Martinson received a verbal approval of the coverage agreement from Washington Cities Insurance Authority Risk Services Manager Lisa Roberts in order to proceed with pool operations. Commissioner Kuehnoel will follow up with WCIA to obtain a written policy, inspection of work performed by Aquaquip and other safety issues addressed by HSD prior to turning over the pool. A new report will be provided by WCIA based on life safety priority risks now at the expense of the operator (DMPMPD) but can be raised in the future as an issue with the owner (HSD).

Scholarship Program

Commissioners Kuehnoel and Kasnick will attend the next meeting of the Des Moines Legacy Foundation to be held April 15<sup>th</sup> at 7:30 a.m. (As well as Commissioner Achziger who was recently been appointed to the Legacy Board). Commissioner Kuehnoel received a project application which will be completed to establish a pool scholarship fund at the Legacy Foundation. The DMPMPD can also apply to receive other funds from the Foundation for other projects.

DMPMPD Participation in Legacy Sports Night Fundraiser

Commissioner Achziger advised that the fundraiser event date is May 15<sup>th</sup> and auction items are due by May 1<sup>st</sup>. Commissioners concurred to help sell event tickets, provide auction items and/or volunteer at the casino/food/drink event. The return on contribution to the DMPMPD will

be limited this year to a portion of auction item proceeds and full partnership participation will be available next year.

#### Communications Plan, Website

Commissioner Achziger provided draft web pages in the meeting packet. Commissioners discussed potential content and determined that a study session needs to be held within the next few weeks so everyone can provide constructive input for the initial published site.

**Motion** by Commissioner Kuehnoel to hold a special meeting to discuss and finalize the web design prior to the next regular meeting, second by Commissioner Kasnick. The motion carried 5 – 0.

#### Signage for Mount Rainier Pool

Commissioner Achziger advised that there are approximately 40 signs designed since the last renovation by King County Forward Thrust in 1990 to the Pool Consortium takeover around 2003. Commissioners discussed pricing examples, color coordinating, directional signs and rules sign. Commissioner Achziger will prepare a storyboard with a suggested proposal at the next meeting.

President Martinson called a 5-minute recess at 8:10 p.m. The meeting reconvened at 8:15 p.m.

#### Mt. Rainier Pool “Under New Management” Function

Commissioners discussed promoting summer swim lessons with an end of school swim night and possibly promote on each anniversary.

**Motion** by Commissioner Kasnick to assign development of a summer swimming kick-off event to the communications committee, second by Commissioner Kuehnoel. The motion carried 5 – 0.

#### Accounts Payable Process

Commissioner Kuehnoel discussed the process for paying bills through King County. An internal process will be developed to ensure continuity for budgeting and expenditures that are in accordance to the State Auditors Budgeting, Accounting and Reporting System (BARS). Attorney Snure will draft a Resolution to authorize two commissioners to approve bills in between voucher approval at the regular meeting. The insurance policy should have the necessary fiduciary coverage for this process.

#### Commissioner Compensation

The IRS does consider compensation to Commissioners to be wages. Commissioner Kuehnoel will apply for an IRS EIN, WA UBI and WA L&I. Definition for the days of service compensated is discretionary and any time to be compensated other than the Board Meetings will need to pre-approval of the Board.

#### Business Package

Commissioner Achziger designed business card examples and obtained printing cost of approximately \$125 for five boxes of 250 cards per box. Commissioners concurred to go with the design example card for Commissioner Kasnick and forego the additional expense to produce preprinted letterhead or envelopes.

Board Member Reports

President Martin thanked everyone for all of their hard work to getting the District through to April 1<sup>st</sup> Day 1 for the DMPMPD operations of the pool. He also received a call from Renton Pool Manager Coy Jones and discussed the potential of a marketing partnership in future and sharing of information for pool operations.

The meeting adjourned 9:05 p.m.

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Commissioner

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