

DES MOINES POOL METROPOLITAN PARK DISTRICT

P.O. Box 98711

Des Moines, WA 98198

Martin P. Martinson, President
Nancy N. Kuehnoel, Clerk of the Board
Gene Achziger, Commissioner
Eric Kasnick, Commissioner
Bernadette Barrett, Commissioner

Regular Meeting Agenda
Tuesday, April 6, 2010 at 7:00 p.m.
at Midway Sewer District 3030 S 240th St Kent, WA 98032

Page

I. CALL TO ORDER

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE

IV. APPROVAL OF THE AGENDA

V. ADOPTION OF MINUTES

- 3-8 a. Meeting Minutes dated February 16, March 2nd and March 9th.

VI. VOUCHER APPROVAL

- 9 a. Voucher Summary

VII. CITIZEN COMMENT

VIII. OLD BUSINESS

- a. Finalization of agreements with HSD & AMG - Commissioner Martin
b. Insurance - Commissioners Kuehnoel & Martin
c. Scholarship program - Commissioners Kuehnoel & Kasnick
10 d. DMPMPD participation in Legacy Sports Night fund raiser - Commissioner Achziger
11-17 e. Communications Plan, Website - Commissioner Achziger
18 f. Resolution 2010-05, Recording of Meetings - Attorney Brian Snure

IX. NEW BUSINESS

- 19 a. Signage for Mount Rainier Pool - Commissioner Achziger

IX. NEW BUSINESS

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b. Mt Rainier Pool "Under New Management" function - Commissioner Achziger

c. Accounts Payable Process - Commissioner Kuehnoel

d. Commissioner Compensation - Commissioner Kuehnoel

21-24

e. Business Package - Commissioner Achziger

X. COMMISSIONER REPORTS

XI. ADJOURNMENT

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:

4/3/2010

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

4/3/2010

REGULAR MEETING OF DES MOINES POOL METROPOLITAN PARK DISTRICT
COMMISSIONERS MINUTES

March 2, 2010 at 7:00 PM

The meeting was called to order by Clerk Nancy Kuehnoel at 7:05 PM in the meeting room at Midway Sewer District, 3030 S 240th Street, Kent WA. In attendance: Commissioners Bernadette Barrett, Eric Kasnick, Gene Achziger, Nancy Kuehnoel and attorney Brian Snure. Commissioner Marty Martinson was on an approved absence.

Meeting minutes from February 16, 2010 were tabled for next regular meeting.

Administration report: Review of final draft of ILA with City of Normandy Park for administrative staff services. The ILA includes the following services: administrative support, website services, finance and comprehensive plan development assistance (community development.) A motion was made to approve the agreement with noted modifications, seconded and passed unanimously. Commissioner Kuehnoel will follow up the Normandy Park on the minor changes.

Discussion ensued regarding the ILA with HSD. Attorney Snure saw no major changes to the draft agreement. A resolution will be prepared to adopt the ILA.

A discussion continued regarding clarification of responsibility for repair cost limits in the agreement between The District and AMG. Other changes to the agreement were discussed and noted. A resolution will be prepared to adopt the agreement with AMG.

Discussions about scholarships managed by Des Moines Legacy Foundation ensued. Commissioner Kasnick will follow up with Ken Spencer regarding the qualifications for swimming lesson scholarships. The District will need to apply to the Legacy Foundation to be able to accept funds for scholarships to be able to take advantage of a charitable donation tax deduction for donors. Commissioners Kasnick and Kuehnoel will continue to work this issue. Per Commissioner Achziger says that The District may be able to participate in the Legacy Foundation's annual fundraiser, Des Moines Sport Night.

Discussion ensued about possible solar power demonstration program/project opportunity with an educational institution. Gene Achziger shared information from informal conversations with HCC staff.

Committee Reports: General discussion ensued about The District's Communication Plan, most specifically the website content and organization.

The next meeting is a special meeting scheduled for March 9, 2010 to conduct the final review of the ILA with HSD and the agreement with AMG and adopt by resolution.

Meeting adjourned at 8:50 PM.

Meeting Minutes prepared by Nancy Kuehnoel.

Commissioner

Commissioner

Commissioner

Commissioner

Clerk

Commissioner

4/3/2010

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**SPECIAL MEETING OF DES MOINES POOL METROPOLITAN PARK DISTRICT
COMMISSIONERS MINUTES**

March 9, 2010 at 7:00 PM

The meeting was called to order by Clerk Nancy Kuehnoel at 7:15 PM in the meeting room at Snure Law Offices, 612 S. 227th St, Des Moines WA. In attendance: Commissioners Bernadette Barrett, Eric Kasnick, Gene Achziger, Nancy Kuehnoel and Attorney Brian Snure. President Marty Martinson was on an approved absence.

Resolution 2010-03 establishing an ILA between The District and Highline School District: A motion was made to accept the ILA as written, seconded and adopted unanimously. The ILA documents the agreement between The District and Highline School District regarding responsibility for the Mt. Rainier Pool. Nancy Kuehnoel volunteered to hand deliver the ILA signed copies to Highline School District Facilities Department.

Resolution 2010-04 establishing an operating agreement between The District and Aquatic Management Group: A motion was made to adopt as written, it was seconded and passed. Those voting for were Commissioners Kuehnoel, Achziger and Barrett. Commissioner Kasnick, employee of AMG, abstained from voting.

Interlocal Agreement between The District and the City of Normandy Park to provide for staff support services to The District was discussed. A motion was made to adopt the ILA, it was seconded and passed unanimously. Nancy Kuehnoel was give authorization to sign the final copy following attorney review by the City of Normandy Park and The District.

The regular meeting scheduled for March 16, 2010 was cancelled, per motion made, seconded and passed unanimously.

The next meeting is scheduled for April 6, 2010 at the Midway Sewer District meeting room.

Meeting adjourned at 7:45 PM.

Meeting Minutes prepared by Nancy Kuehnoel.

Commissioner

Commissioner

Commissioner

Commissioner

Clerk

Commissioner

FINAL

April 5, 2010

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BLANKET VOUCHER APPROVAL DOCUMENT

Des Moines Pool Metropolitan Park District

Governmental Unit Name

17-095-0010

Fund #

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid obligation against the above-named governmental unit, and that I am authorized to authenticate and certify to said claim.

Signature: _____

Administrative Assistant

_____ Date

Board of Directors Approval:

We, the undersigned Board of Directors of the above-named governmental unit of King County, Washington do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers identified below are approved for payment.

[1] _____

President, Board of Commissioners

[2] _____

Clerk, Board of Commissioners

	NAME OF PAYEE / CLAIMANT	DMPMPD #	\$ NET AMOUNT	Comments
1	Aquatic Management Group	2010-01	8,200.00	Apr 2010
2	Midway Sewer District	2010-02	693.88	Jan, Feb Mar 2010
3	Snure Law Office, PSC	2010-03	4,525.00	Dec 2009, Jan, Feb, Mar 2010
4	Bernadette Barrett	2010-04	984.49	Nov 2009, Feb 2010 Expenses
5				
6				
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11				
12				
13				
14				
15				
16				
		PAGE TOTAL	\$14,403.37	
	Warrant Request Date:	GRAND TOTAL	\$14,403.37	Page
	4/14/2010			1 of 1

OLD BUSINESS (D): Sports Night – Commissioner Achziger

Sports Night is in its eighth year and annually raises approximately \$12,000 to \$15,000 for scholarships so low-income children can participate in recreation activities.

In the past, the Des Moines Legacy Foundation and Rotary Club of Des Moines have teamed up with Dollars for Scholars to sponsor the event. Participants in the past have dined on “opening night fare” and participated in Casino Night games, heard sports celebrity speakers and bid on silent and live auctions of sports memorabilia and other items. This year, in an attempt to fine-tune the event, the celebrity speaker has been eliminated and the Casino Night games beefed up... both apparently in response to past participant comments. Beer and wine are also being sold and the event has moved from the Senior Activities Center to the Des Moines Field House at 1000 S. 220th St.

Funds raised by the event have generally been split: 50 percent Legacy, 25 percent Rotary and 25 percent Dollars for Scholars. Attendance has ranged from 80 to 120 people and the goal this year is to up that to 150 people.

This year, Dollars for Scholars has dropped out and the new Des Moines Pool Metropolitan Park District has stepped into its place. The Pool District commissioners have indicated a desire to fund scholarships to enable underprivileged kids to partake in recreational activities, and are currently working to funnel excess campaign funding held by Save Our Swimming towards such scholarships.

Because the Pool District is somewhat late in joining in the event planning this year, Legacy and Rotary are indicating that our proceeds from the event will be limited to monies raised by auction items we submit and any monies raised during a call for donations specific to pool scholarships.

What is being asked of the Pool District for our participation:

- 1) Assistance advertising and promoting the event (this has already been accomplished with help from the Graphic Design classes at Highline Community College);
- 2) Help selling tickets (\$50) to the event;
- 3) Solicitation and securing of auction items; and
- 4) Help with set up, clean up and hosting the event.

Frankly, our participation is seen primarily as an opportunity to “get our foot in the door,” with regard to future full partnership.

OLD BUSINESS ITEM E: Website – Commissioner Achziger

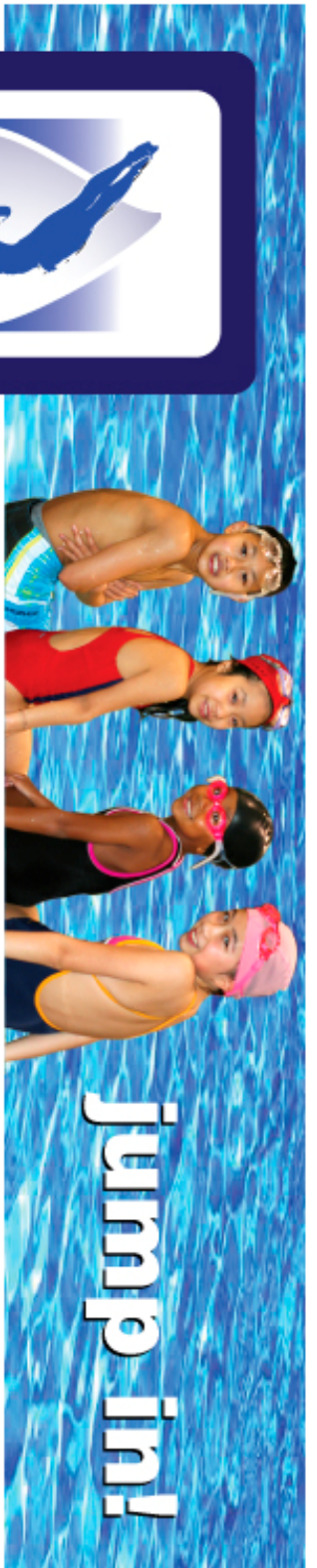
This item is submitted for discussion and/or adoption approval to launch the site.

Please find attached the latest progress on the Des Moines Pool Metropolitan Park District website.

While there is still work to be done on the site, we are ready to launch. I would expect some continued tinkering throughout the Highline Community College spring quarter as I am in the second phase of my web design class and continuing to learn new techniques.

Commissioner Barrett purchased the domain names earlier this year, so we're ready to go once approval is given.

We probably should also consider a publicity campaign to announce the new site.



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access
Mount
Rainier Pool

Welcome to the website of the new Des Moines Pool Metropolitan Park District

We know the name's a mouthful but it is our official title. We are, however, more often referred to in casual reference as the Des Moines Pool District as our sole mission is to operate a swimming facility for the residents of Des Moines.

After years of threats to close the former King County Forward Thrust pool at Mount Rainier High School, City of Des Moines voters approved the formation of the district during the Nov. 3, 2009 general election.

District commissioners are currently engaged in negotiations with the Highline School District to take over operation of the pool adjacent to Mount Rainier High School. The pool was originally opened on Sept. 15, 1975 as a result of a 1968 Forward Thrust bond issue that would eventually build 16 public swimming pools throughout King County. Budget constraints, beginning after 2000, led to the closure or transfer of many of the pools after county officials sought to turn the facilities over to local governments. Mount Rainier Pool was operated by the cities of Des Moines, Normandy Park, Sea-Tac and the Highline School District from 2004 to 2009 when it was slated for closure.



On March 6, 2009, the pool became the sole property of the Highline School District, which retains ownership to this day. The Des Moines Metropolitan Park District entered into an interlocal agreement on April 1, 2010 with the school district to oversee operation of the pool and act as the school district's agent for the facility. Aquatic Management Group of Kent manages day-to-day operation of the pool under contract with the school district.

What we are trying to accomplish

Our goals are to provide water-safety education, support an active water-fitness program and support competitive-swimming.



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Links and Resources

Helpful and informative links regarding Des Moines Pool Metropolitan Park District and related organizations.

- Mount Rainier Pool
- Highline School District
- Mount Rainier High School
- Des Moines Parks and Recreation Department
- City of Des Moines
- City of Normandy Park
- KING Aquatic Club
- Whitewater Aquatic Club
- USA Swimming
- Weyerhaeuser/King County Aquatics Center



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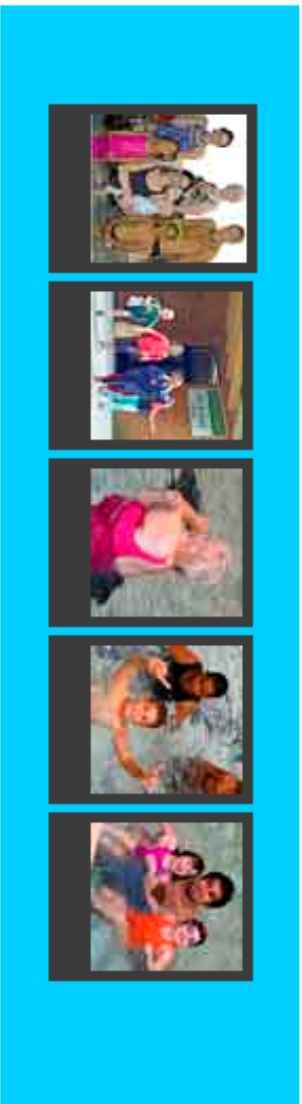
About the District

The Des Moines Pool Metropolitan Park District was created by a vote of the citizens of Des Moines on Nov. 3, 2009 to acquire, maintain, and operate Mount Rainier Pool or other pool facility. The measure was approved by 64.15 percent of the voters and the commissioners were sworn in at their first official meeting on Dec. 3, 2009.

The district includes all of the area currently within the boundaries of the City of Des Moines.

The district is a municipal corporation with all the powers provided in chapter 35.61 RCW, including the power to levy an annual tax on all taxable property within the district in an amount not to exceed \$0.20 per \$1,000 of assessed valuation. The district also has the power to contract indebtedness, issue general obligation bonds or revenue bonds, and to exercise the right of eminent domain.

The district is governed by a five-member board of commissioners elected by all qualified voters residing within the district. The initial terms of office are staggered and, beginning in 2011, all commissioners will be elected to six-year terms. The length of staggered terms reflects the vote totals of each commissioner with the top two receiving six-year terms, the third and fourth highest vote-getters receiving four-year terms and the fifth highest vote-getter receiving a two-year term.





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Board of Commissioners

On Nov. 3, 2009, the voters of the Des Moines Pool Metropolitan Park District elected five interim commissioners to the newly authorized district. The commissioners are elected at-large for the district that coincides with the boundaries of the City of Des Moines. The initial meeting of the board was conducted on Dec. 3, 2009 and Marty Martinson was elected President and Nancy Kuehnoel was elected Clerk.

The length of terms for commission positions is established at 6 years. However, in accordance with state law, the initial terms are "interim terms" with the length determined by the number of votes each commissioner received in the Nov. 3 election.



Position 1
 Gene Achziger
 Commissioner
 Term expires:
 12/31/2015
 Committees:
 Administration,
 Facilities



Position 2
 Eric Kasnick
 Commissioner
 Term expires:
 12/31/2015
 Committees:
 Communications



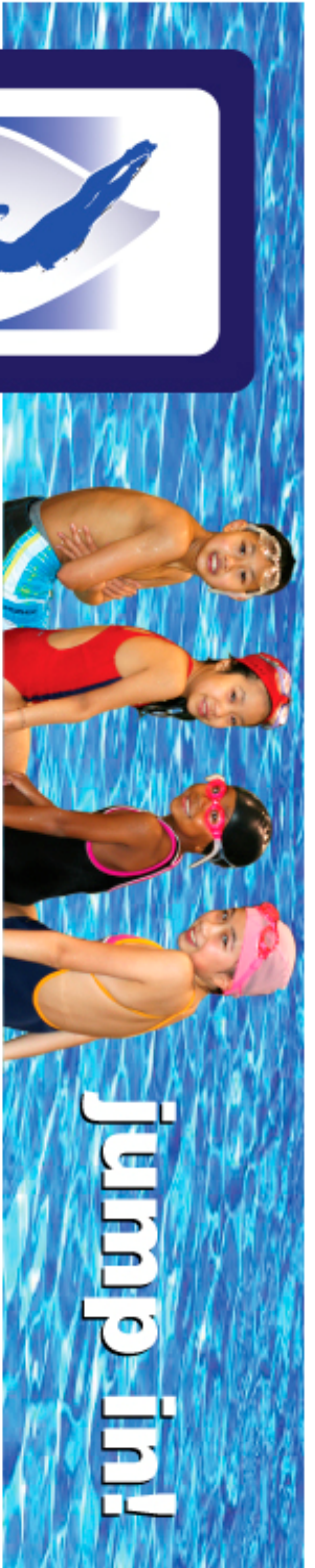
Position 3
 Bernadette Barrett
 Commissioner
 Term expires:
 12/31/2013
 Committees:
 Communications



Position 4
 Marty Martinson
 President
 Term expires:
 12/31/2013
 Committees:
 Facilities



Position 5
 Nancy Kuehnoel
 Clerk
 Term expires:
 12/31/2011
 Committees:
 Administration



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 Rainier Pool

Des Moines Pool Metropolitan Park District meeting information

The Board of Pool Metropolitan Park District Commissioners meets for its Regular Meeting on the first Tuesday of each month at 7 p.m. at the Midway Sewer District offices, 3030 S 240th St Kent, Washington (across the street from the Midway Lowe's Hardware).

Review our meeting minutes: (click on date to download pdf)

December 3, 2009	
January 5, 2010	
January 19, 2010	
February 2, 2010	
February 16, 2010	
March 2, 2010	
March 9, 2010 Special Meeting	



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Mount
Rainier Pool

Contact us

Des Moines Pool Metropolitan Park District #95
P.O. Box 98711
Des Moines, WA 98198

Mount Rainier Pool
22722 19th Ave. S.
Des Moines, WA 98198
(206) 824-4722

DES MOINES POOL METROPOLITAN PARK DISTRICT
RESOLUTION NO. 2010-05

RECORDING OF MEETINGS

WHEREAS, The Board of Commissioners has determined that it would be appropriate to allow the Board to make audio recordings of the open public meetings of the Board of Commissioners for the sole purpose of assisting with preparation of the meeting minutes; and

WHEREAS, There is no requirement that the Board of Commissioners maintain a verbatim record of the proceedings of its meetings and the Board does not intend to create or maintain the tape recording as a permanent record.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the BOARD OF COMMISSIONERS of DES MOINES POOL METROPOLITAN PARK DISTRICT hereby establish the following policy of the Board regarding the recording of the meetings by the Board of Commissioners:

1. The Board may make audio recordings of all open public meetings of the Board.
2. No audio recordings shall be made of executive sessions or portions of a meeting closed to the public pursuant to RCW 42.30.140(4).
3. Pursuant to Schedule 1.2.8 of the Department of Archives *Local Government Common Records Retention Schedule (CORE) Version 2.0 (January 2010)* the tape recordings shall be destroyed following the Board's approval of the minutes of the recorded meeting.
4. In the event a copy of an audio recording is requested prior to its destruction, a copy shall be provided in accordance with the Washington State Public Records Act prior to the destruction of the recording.
5. The Board may, in appropriate circumstances, direct that an audio recording be retained for a period longer than required by this policy.

Adoption: ADOPTED by the Board of Commissioners of DES MOINES POOL METROPOLITAN PARK DISTRICT at an open public meeting of such Board on the _____ day of _____, 2010, the following Commissioners being present and voting:

Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

Clerk

NEW BUSINESS ITEM A: Mount Rainier Pool Signage – Commissioner Achziger

We have approximately 40 signs at the pool that were inherited from the last renovation by King County in the mid 1990s. Some still carry the King County logos in olive green and white, while others are pasted over with decals from approximately 2003 when the consortium of local cities took over. There are also several broken and bent signs in the parking lot... one bearing a list of King County Parks rules.

Most of the signs are either on Lexan or aluminum. Plus, there is one original sign pointing to the spectator area that is made out of wood and still bears what appears to be the original brown, orange and yellow design from 1975.

Our options range from ordering all new signs and trying to spruce up the pool with a coordinated look or we can go the cheap route and order new stickers for about \$30 to paste over the King County/local cities logos.

I've developed a new look for our signs that incorporate the navy blue and burgundy colors we utilized during the campaign and continue to use on the pool literature. I'm willing to contribute the design for the signage, so our only cost would be manufacture and installation.

One way or another, we should definitely consider replacing the main sign on the front of the building and the main wooden street sign. I've gotten one quote for fabricating a new 6' x 3' sign for the building at \$230-\$270, depending on whether we go with wood or aluminum. I'm also meeting with sign company representatives Tuesday (4/6/10) morning for further estimates and will have a further report to the board.

The question is whether this is something we wish to pursue or should we continue to scrape by.

NEW BUSINESS ITEM B: Mount Rainier Pool "Under New Management" function – Commissioner Achziger

We officially took over the pool on April 1, 2010. Do we want to plan some sort of function to commemorate the occasion or just continue business as usual?

We've talked about communicating with our constituents, and our takeover of pool operations does give us a media hook. At the same time, there are conflicting events that may limit what we do and when we do it.

Whitewater Aquatic Club is taking over the Evergreen Pool in White Center. They are planning a soft opening on April 12 with the grand opening on May 1. I would suggest (if for nothing other than political reasons) we avoid any competition with Whitewater's events.

If we do plan a function, it's going to require some time to plan and -- besides the conflicting Whitewater dates -- we have the Sports Night fundraiser coming up on May 15. Pool Manager Ken Spencer has suggested we might want to target the opening of summer swim lessons.

I asked that this matter be put on the agenda simply to raise the issue: Do we want to do anything?

NEW BUSINESS ITEM E: Business package – Commissioner Achziger

This item is submitted for discussion and/or adoption of the design.

Please find attached a proposed business package design for the Des Moines Pool Metropolitan Park District based on our new logo and the colors we employed on campaign literature for the Proposition 1 campaign last November to save the pool.

The package includes business cards, stationery and envelopes.

In order to keep costs down, I've utilized only two spot colors of navy blue and burgundy. We could use process color, but it could cause problems (blurring) with the reproduction of our logo.



DES MOINES
POOL
METROPOLITAN PARK DISTRICT

Bernadette Barrett
Commissioner

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Des Moines, WA 98198

206.870.7950
barrett.dmpmpd@earthlink.net



DES MOINES
POOL
METROPOLITAN PARK DISTRICT

Eric Kasnick
Commissioner

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Ericpos2@gmail.com



DES MOINES
POOL
METROPOLITAN PARK DISTRICT

Gene Achziger
Commissioner

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Des Moines, WA 98198

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geneachziger@yahoo.com



DES MOINES
POOL
METROPOLITAN PARK DISTRICT

Marty Martinson
President

P.O. Box 98711
Des Moines, WA 98198

206.824.7491
martydmpmpd4@aol.com



DES MOINES
POOL
METROPOLITAN PARK DISTRICT

Nancy Kuehnoel
Clerk

P.O. Box 98711
Des Moines, WA 98198

206.406-3225
ninkuehnoel@earthlink.net

Envelope



Letterhead

