

DES MOINES POOL METROPOLITAN PARK DISTRICT
REGULAR MEEETING
MAY 4, 2010

President Martinson called the meeting to order at 7:00 p.m. at Midway Sewer District, 3030 S 240th St Kent, WA, followed by the Pledge of Allegiance.

ROLL CALL

Present: President Marty Martinson, Clerk of the Board Nancy Kuehnoel; Commissioners: Gene Achziger, Bernadette Barrett and Erik Kasnick.

AGENDA APPROVAL

Commissioner Kuehnoel added New Business items (a) State Auditor, (b) 2010-2011 Budget Process, and (c) Administrative Hearing with Commissioner Achziger.

President Martinson added Old Business item (f) Insurance Follow-up.

Motion by Commissioner Achziger to approve the agenda as revised, second by Commissioner Kuehnoel. The motion carried 5 – 0.

ADOPTION OF MINUTES

Motion by Commissioner Kuehnoel to adopt Meeting Minutes dated April 6th, second by Commissioner Kasnick. The motion carried 5 – 0.

Motion by Commissioner Achziger to adopt Meeting Minutes dated April 15th, second by Commissioner Kuehnoel. The motion carried 5 – 0.

VOUCHER APPROVAL

Motion by President Martinson to approve vouchers 2010-05 through 2010-06 in the amount of \$1,273.75, second by Commissioner Kasnick. The motion carried 5 – 0.

OLD BUSINESS

Legacy Sports Casino Night Fundraiser

The District is one of three sponsors for the event being held the evening of Saturday May 15th, auction items need to be turned in by May 7th in order to be placed in the auction catalog. Flyers were distributed to pool patrons asking them to purchase tickets and donate auction items. Famous Dave's was hired to prepare the buffet BBQ dinner. Volunteer duties of the Pool District Commissioners entails setup Friday night and take down after the event on Saturday.

Scholarship Program

Commissioner Kuehnoel needs to meet with Sue Padden to work on the process of partnership with the Legacy Foundation, identifying eligible Des Moines and Normandy Park children, timelines of applications and donations being accepted at the Pool.

Signage for Mount Rainier Pool

Commissioner Achziger brought sign examples from one vendor who has reduced 40 existing signs at the pool to 20, all made from heavy plastic. The vendor recommends replacing the

wooden entrance sign with an aluminum sign to save costs. The total bid is \$3,340 plus \$760 for installation. Additional discussion included getting one or two more bids.

Communications Plan, Website

Commissioner Achziger has developed a simple animation for the home page banner. The final draft will need to approval by the Commissioners, Counsel and review by the Normandy Park webmaster prior to launching on the web.

Communications Plan, Business Cards

The order for 250 cards for each Commissioner at a cost of \$125 turned into 500 cards each at no additional cost. There were another 500 cards printed for each Commissioner that are available for purchase.

WCIA Insurance Update

Commissioners will have web access to WCIA policies site sometime next week. The updated Hargis Engineering report requested from WCIA for consideration of life safety measures has not been received.

NEW BUSINESS

WA State Audit Requirements

Commissioner Kuehnoel spoke with Evans Anglin from the WA State Auditor's Office (SAO) located in King County who advised that the District will be subject to an accountability audit which he will recommend having conducted on a 3-year cycle based on the District's annual budget. The audit will take 40 to 50 hours at a cost of \$80.00 per hour. The SAO provided contact information to a Local Government Support Group who may have budget and report templates the Pool District can use to for SAO compliance and specific needs of the Commissioners. The definition of an accountability audit is to review the stewardship over public assets and laws. President Martinson would like to see what Normandy Park Metropolitan Park District and other Pool districts have in place for processes.

2010-2011 Budget Process

President Martinson and Commissioner Kuehnoel are working on a format to report anticipated and year to date expenses to the Board.

Commissioners discussed other nonfinancial performance measures to consider tracking to gauge health of the pool: quality (proper use of pool chemicals) safety (reportable accidents), delivery performance (utilization of pool) and comparing to the Business Plan road map.

Commissioners discussed having the Pool Manager provide a monthly report. Drains have been installed and are pending approval the Health Department which conducted an inspection today.

The meeting adjourned 8:30 p.m.