

DES MOINES POOL METROPOLITAN PARK DISTRICT
P.O. Box 98711
Des Moines WA 98198
MINUTES

Martin P. Martinson, President
Nancy N. Kuehnoel, Clerk of the Board; Commissioners Gene Achziger, Eric Kasnick, and Bernadette Barrett
Sandy Paul, District Clerk

Tuesday, December 6, 2011, 7:00 p.m.
Midway Sewer District, 3030 South 240th Street, Kent WA 98032

CALL TO ORDER

The meeting was called to order at 7:00.

ROLL CALL

Present: President Marty Martinson, Clerk of the Board Nancy Kuehnoel; Commissioners: Gene Achziger, Eric Kasnick (who arrived at 7:10 p.m.).

Motion to excuse Commissioner Barrett, who was traveling on business, and Sandy Paul, who was on vacation made by President Martinson; second by Commissioner Kuehnoel. The motion passed 3-0.

GUEST PRESENT – Ken Spencer, AMG, Mt. Rainier Pool Manager.

APPROVAL OF THE AGENDA

ACTION/DIRECTION

Commissioner Achziger moved to approve the agenda as amended; Commissioner Kuehnoel, second. The motion passed.

ADOPTION of Meeting Minutes November 1, 15, 16, and 21, 2011 meetings

ACTION/DIRECTION

Commissioner Martinson moved to approve of the minutes of November 1, as amended; Commissioner Kuehnoel, second. The motion passed 3-0.

The minutes of November 15 and November 18, were approved as amended and the November 21 minutes as presented. Moved by President Martinson; second by Commissioner Kasnick. The vote was 4-0.

AQUATICS MANAGEMENT GROUP (AMG)/MT. RAINIER POOL REPORT

Ken Spencer provided an updated report of current swim activity and the monthly financial highlights at Mt. Rainier Pool.

NEW BUSINESS

Sharing Pool Director with Tukwila Pool District and Normandy Park's Park District

Tukwila's new Pool District is interested in exploring a shared Pool Director. Normandy Park wishes to be kept in the loop but is not interested at this time. It has become impractical for Commissioners to continue doing the volumes of work they are currently doing. A list of qualifications and a scope of work would be established by the Board. Tukwila will be asked to begin thinking about what they need in a director; DMPMPD will do the same thing in January.

ACTION/DIRECTION

Commissioner Achziger moved to notify the Tukwila Parks District that DMPMPD is interested in exploring a shared Director position and ask that body to come up with a list of specifications they would need in a Director; second by Commissioner Kasnick.

Discussion followed, during which Ken Spencer asked the Commissioners to consider whether or not AMG should be expanding into a directorial function for financial economies of scale and to keep the Pool District from becoming what it was when it was discontinued by the School District.

The original motion passed 4-0.

OLD BUSINESS
ACTION/DIRECTION
2012 Budget

Commissioner Kuehnoel moved approval of the 2012 Budget Revenue and Expenditure projections; President Martinson, second.

Following discussion the motion passed 4-0. The proposed budget for 2012 is adopted.

AMG Contract
ACTION/DIRECTION

The contract will be ready for full adoption when the insurance issues are worked out.

President Martinson moved to approve the contract with AMG pending resolution of AMG finding and securing a policy regarding sexual assault and molestation. The Park District's insurance is an all-inclusive policy and not specific to any issue. Motion died for lack of a second.

President Martinson made an alternative motion to extend the current contract with AMG from January 1 to March 31, 2012 pending procurement of sexual assault/molestation insurance; second by Commissioner Kasnick. The motion passed 4-0.

Review/Approve Funding for Website Clean-Up
ACTION/DIRECTION

Commissioner Achziger outlined in his proposal for the scope of work that he has been asked to develop including website update and maintenance and production of the *Currents* pages three times a year.

President Martinson moved to authorize website update, maintenance and *Currents* page design three times per year for a total cost of \$950; second by Commissioner Kasnick.

Commissioner Achziger recused himself from the vote.

The vote was 3-0 to approve the motion. Motion passes.

NEW BUSINESS

Review/approve amendment to Interlocal Agreement with Highline School District #401 to extend the current ILA expiration from 12/31/2011 to 3/31/2012

ACTION/DIRECTION

Motion 1: President Martinson moved, seconded by Commissioner Kasnick, to authorize an amendment to extend the current Interlocal Agreement (ILA) with Highline School District #401, extending the current ILA from December 31, 2011 to March 31, 2012. Motion passed 4-0.

Motion 2: President Martinson moved to authorize approval of an Interlocal Agreement with the WA State Department of Enterprise Services for Energy/Utility Conservation Project Management and Monitoring Services on Job #201105; Commissioner Kasnick, second. The motion passed 4-0

Motion 3a: President Martinson moved to revise the budget to replace the budgeted amount for glazing t on Job #201104 from \$55,000 to \$3900; second by Commissioner Kasnick. Motion was approved 4-0

Motion 3b: President Martinson moved to approve a contract with Niemen Glass of Kent, WA for \$3,518.38 to replace damaged glazing on Job #201104; second by Commissioner Kasnick. Motion passed 4-0

Motion 4a; President Martinson moved to approve a budget of \$9,100 including a 10% contingency to fund landscaping cleanup on Job #201103; Commissioner Kasnick, second. Motion passed 4-0

Motion 4b: President Martinson moved to approve a contract with Northwest Landscaping Services (through an ILA with the City of Des Moines) for landscaping cleanup on Job # 201103 in the amount of \$7,561 (including tax); Commissioner Kasnick, second. The motion passed 4-0.

Capital Budget policy (i.e., thresholds, Small & Attractive Assets)

ACTION/DIRECTION

Motion 1: President Martinson moved to approve the use of Cash Basis Accounting and Reporting for the Des Moines Pool Metropolitan Pool District per GASB Standards; Commissioner Kasnick, second. The motion passed, 4-0.

Motion 2: President Martinson moved to approve a Capitol Asset threshold value of \$5,000; Commissioner Kasnick, second. The motion passed, 4-0.

Motion 3: President Martinson moved to adopt a Small and Attractive Asset threshold value of \$1000 or greater, but under \$5,000 with a life expectancy of more than one year; Commissioner Kasnick, second.

A 'friendly amendment', offered by Commissioner Kuehnoel, acceptable to both maker and seconder of the motion, lowered the Small and Attractive Asset threshold value to \$300.

The motion, as amended, passed with a 4-0 vote.

District Calendar for 2012

Commissioner Kuehnoel moved to adopt the 2012 District Calendar; Commissioner Kasnick, second. The motion passed, 4-0.

VOUCHER APPROVAL

ACTION/DIRECTION

Commissioner Kuehnoel moved approval of \$25,082.07 in vouchers for the month of December; Commissioner Kasnick, second. The motion passed 3-0. Commissioner Achziger recused himself from the vote because of his association with Highline Design Alliance.

Commissioner Achziger will establish Highline Design Alliance as a vendor.

P-Card

The District needs an avenue to purchase without Board members using their personal credit cards. National banks rely on personal credit history before cards are issued to a small agency such as DMMPD. A more local bank will be contacted for information about procuring a credit card for the District that will not depend on Board members' personal credit history.

INFORMATION ITEMS/COMMISSIONER REPORTS

Commissioner Martinson

- Seattle Signage – signs will be ready by Christmas
- MacDonald Miller – replaced relief valve and grill. The total spent on heating system repairs was \$6700
- Pool circulation pump installed and should be saving money with the more efficient motor. \$25,000 approved; \$9000 spent.
- Went to Federal Way to look at parts at Kenneth Jones Pool. Federal Way will assign value to each component. The estimated cost for replacement of the lockers was \$15,000
- Pool deck – design. Orca Pacific was contacted for construction
- Landscaping cleanup – Northwest Landscape Services (NLS). Estimated cost is \$7000 plus tax and contingency to remove blackberries, scotch broom, ferns, leaves, cut back ivy and salal, prune trees of dead and hanging branches, remove two dead trees (considered as urgent hazards), and hauling away debris
- Nieman Glass responded to a request for bid to replace storefront and front for \$3900
- At the end of October, King County reported a balance in the District account of over \$30,000

Commissioner Kasnick

- Finger prints were received for Commissioners Kasnick and Kuehnoel. Staff will be referred to the Des Moines Police Department to have theirs completed within the next 2 weeks
- He has had a schedule change and now works Tuesday and Thursday evenings, causing him to be late to Tuesday meetings. He will see about a change on the first Tuesdays of the month.

ADJOURNMENT

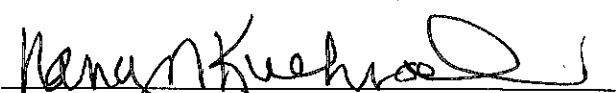
ACTION/DIRECTION

There being no further business to come before the Des Moines Pool Metropolitan Park District Board, Commissioner Achziger moved to adjourn; second by Commissioner Kasnick. The motion carried 4-0. The meeting was adjourned at 9:17 p.m.


Commissioner


Commissioner


Commissioner


Commissioner

Commissioner


District Clerk

12. NEXT MEETINGS
Tuesday, January 3, 2012 – Regular meeting, 7-9 PM
Saturday, January 28, 2012 – Study Session 10:00 a.m. - 2:00 p.m.
13. ADJOURNMENT