

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

**MEETING MINUTES
Midway Sewer District, 3030 South 240th Street, Kent WA 98032**

Tuesday, November 6, 2012

CALL TO ORDER/PLEDGE OF ALLEGIANCE – The meeting was called to order at 7:01 p.m.; the flag salute was led by President Martinson.

ROLL CALL – Present were Martin P. Martinson, President; Nancy N. Kuehnoel, Clerk of the Board; Commissioners Gene Achziger, Eric Kasnick (arrived at 7:15 p.m.), and Bernadette Barrett on teleconference; Randy Suko, District Director; Sandy Paul, District Clerk.

APPROVAL OF THE AGENDA – The State Auditor's Report and Ken Spencer's AMG Report were moved to 'Correspondence' on the agenda. 'Administrative Plan' was added to Old Business. 'Calendars' was added at the end of New Business. The agenda was approved as amended. Moved by President Martinson; second by Commissioner Kuehnoel. Motion passed 4-0.

ADOPTION OF MINUTES

Commissioner Kuehnoel moved approval of the Meeting Minutes of October 6, 2012; President Martinson, second. The motion was approved 4-0.

CITIZEN COMMENT

State Auditor's Exit Report - Michael Pursley and Elisa Kim reported to the Pool Commissioners that there had been no findings, exit items or management letters as a result of the October 2012 Audit. The next audit would take place in 2015.

Pool Manager Ken Spencer presented his monthly activity and financial report for Mt. Rainier Pool. He stated that October numbers were stronger than for the same time last year.

President Martinson reported that McKinstry will begin its energy audit work by December 1.

OLD BUSINESS

SEVENTH ADDENDUM TO THE AMG CONTRACT

Following discussion, Commissioner Kuehnoel moved to approve a seventh addendum to the AMG Contract; President Martinson, second. The motion passed 5-0. The Board was hopeful the final new contract would be complete by the end of the year.

ADMINISTRATIVE PLAN

Director Suko reported that he would provide a new edition of the Administrative Plan with areas for which he was asking for feedback printed in a contrasting color for easier recognition. He thought that full discussion of the Administrative Plan may be a future retreat topic after the first of the new year.

NEW BUSINESS

ESTABLISH 2012 LEVY AMOUNT

The formulas used to establish tax levies were discussed. The final amount will be approved at a Special Meeting to be held on November 15.

ADOPT 2013 ANNUAL BUDGET

Budget discussion included planning for a new pool and a possible timeline for that future construction. As part of that discussion, Commissioners debated the level of repairs at the current pool. Approval of the 2013 Budget will take place on November 15, 2012 at a Special Meeting.

ESTABLISH DATES FOR 2013 COMMISSIONER WORKSHOPS

Commissioner retreats/workshops were tentatively set for January 12, April 20, and September 21, 2013. Possible retreats will be discussed at the December 2012 meeting and a final decision made.

SCHEDULE TAX LEVY/BUDGET PUBLIC HEARINGS

A Public Hearing for the 2013 Levy and 2013 Budget were planned for November 15, 2012 at 5:00 p.m.

REPLACEMENT OF TOT DOCK PLATFORMS, JOB #201210

Commissioner Achziger moved to direct the purchase of Tot Tables (docks); Commissioner Barrett, second. The motion passed 5-0. Director Suko would purchase the new equipment.

HEATING SYSTEM REPAIRS (BY MAC-MILLER), JOB #201201

Commissioner Achziger moved to approve heating system repairs (Job #201201) to replace heater sheaves and clean the coils; Commissioner Barrett, second. The motion passed 5-0.

WINTER EDITION – CITY CURRENTS

As in the past, the Pool District would participate in the winter edition of City Currents.

DES MOINES LEGACY CALENDARS

The District purchased 100 2013 Community Calendars. In order to break even, all 100 copies must be sold. The cost to the District was \$500.

VOUCHER APPROVAL

The Voucher request for \$52,286.35 was approved. Moved by Commissioner Kuehnoel, second by Commissioner Achziger. The vote was 5-0

INFORMATION ITEMS/COMMISSIONER REPORTS

Commissioner Achziger reported the District paid the cost of the original 100 copies of the Des Moines Legacy Calendar.

Commissioner Kuehnoel

Commissioner Kuehnoel reported on the meeting with Jean Seger that she and District Clerk Paul attended at Highline Design Alliance regarding website design. She also reported on the pending meeting on November 15 with Chad Soto and Jean Seger regarding development of a virtual office using Microsoft 365 technology.

Commissioner Kasnick

Commissioner Kasnik brought up a discussion of the Faith Callahan Scholarship envelopes. Commissioner Achziger will work on them. Commissioner Kasnik will double check with the Callahan family about use of the image and logo.

Commissioner Barrett thanked Commissioner Kuennoel for all her work on testing chili recipes.

President Martinson reported that he would be meeting with the City of Des Moines on the parking issues brought up by pool neighbor George Minnich There would be a meeting with Brian Snure to work out final details of the AMG contract. As part of the new fees, an incentive could be included as part of a financial package.

NEXT MEETING

Thursday, November 15, 2012 – Special Meeting to Approve 2013 Tax Levy and 2013 Budget
Tuesday, December 4, 2012 - Regular Meeting

ADJOURNMENT

Microsoft 365, a business office productivity management software. And estimated cost was added to the 2013 budget for website development.

NEXT MEETING

Tuesday, December 4, 2012 - Regular Meeting

ADJOURNMENT

There being no further business to come before the Pool District, Commissioner Achziger moved to adjourn; President Martinson, second. Motion passed, 5-0. The meeting was adjourned at 9:10 p.m.



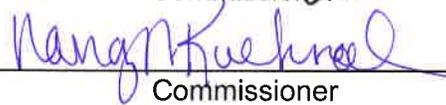
Commissioner



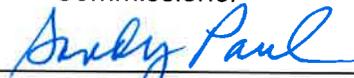
Commissioner



Commissioner



Commissioner



District Clerk

Commissioner