

DES MOINES POOL METROPOLITAN PARK DISTRICT
P.O. Box 98711
Des Moines WA 98198
MINUTES
Tuesday January 8, 2013

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

CALL TO ORDER/PLEDGE OF ALLEGIANCE – The meeting was called to order at 7:07 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, Bernadette Barrett (on the phone) and Eric Kasnick (arrived at 7:20 p.m.); Randy Suko, District Director; Sandy Paul, District Clerk.

ADOPTION OF MINUTES

Commissioner Martinson moved approval of the Meeting Minutes of December 4 and the Special Meeting minutes of December 24, 2012, both as amended; Commissioner Achziger, second. The motions were approved 5-0.

CORRESPONDENCE

The one item of correspondence was a letter regarding Leasehold Tax. Commissioner Kuehnoel stated she will follow up.

CITIZEN COMMENT

In attendance were Dennis Robertson and Alan Ekberg, City of Tukwila City Councilmembers to observe the meeting and get ideas for possible implementation at their own Pool District.

Pool Manager Ken Spencer reported that December 2012 was the best 'low use' December ever recorded. January 2013 started strong.

He also reported that in response to Jack Tuell's letter, PVC piping had been added so that getting out of the pool was easier. Also plastic pressure regulators were replaced with brass.

OLD BUSINESS

Replace Lockers, Job #201106

President Martinson reported on the purchase of new lockers and said that he would be installing them at a significant cost savings. He moved approval of \$1000 for the new lockers; Commissioner Barrett, second. The motion passed, 5-0.

Tot Dock Platform Replacement (surplus action), Job #201210

Tot Docks were received, including an extra one to replace one that was damaged. Return shipping costs were not determined. Commissioner Martinson moved to surplus the old docks; Commissioner Barrett, second. The motion passed, 5-0. Likely, they will be sold for scrap with other metals that have been set aside for recycling.

Change of Location for January 12th Special Meeting

The January 12, 2013 Special Meeting to hold a Work Session will be held at the Des Moines Library, 21620 11th Avenue South. The conference room has been reserved for the day.

NEW BUSINESS

2013 Annual Mechanical Maintenance Contract (MacDonald Miller), Job #201301

The 2013 Annual Maintenance Contract with MacDonald Miller will cost \$8800. Project Manager Scott Romano's costs will be added to that amount as well as a 10% contingency.

Commissioner Martinson moved to approve the contract with MacDonald Miller for maintenance; Commissioner Kuehnoel, second. The motion passed, 5-0.

2013 Annual Landscaping Contract (Northwest Landscaping Svc), Job #201303

The 2013 Landscape Maintenance Contract will be \$7000, which does not include special projects or herbicide on blackberries. Project Manager Scott Romano's time will also be included in the landscape amount for 2013. Commissioner Martinson moved to approve the Northwest Landscaping Contract in the amount of \$7000 for 2013; Commissioner Achziger, second. The motion passed, 5-0.

Replace North Exit Door Sidewalk, Job #201305

The cost of replacement of the north exit door sidewalk would be approximately \$2000. Commissioner Martinson moved to approve repair of the sidewalk; Commissioner Kasnick, second. The motion passed, 5-0.

Establish regular monthly meeting dates for 2013

Pool District Board meeting dates would continue to be the first Tuesdays of each month: February 5; March 5; April 2; May 7; June 4; July 2; August 6; September 3; October 1; November 5; December 3. Special Meetings would take place on January 12; April 20; and September 21. Commissioner Martinson moved to approve the meeting schedule for 2013; Commissioner Kuehnoel, second. The motion passed 5-0. Commissioner Martinson moved acceptance of all proposed meeting dates; Commissioner Kuehnoel, second. The motion passed, 5-0.

Agenda for January 12 Workshop Meeting

The Agenda for the Saturday, January 12 Work Session will be as follows:

- 1) IT presentation – Microsoft 365 Software and Website Design (Jeanne Seger and Chad Sotomayor)
- 2) Administrative Plan – Director Suko
- 3) Annual Review of Business Plan
- 4) Search for Office Space
- 5) Update on AMG Contract

Update on agreement with Aquatics Management Group

The structure of subsidy to be paid to AMG in the new contract, when approved, was discussed. Commissioner Kuehnoel move to accept the subsidy structure as outlined in the draft contract submitted on January 8, 2013, to the Board of Commissioners; Commissioner Martinson, second. The vote was 4-0. Commissioner Kasnick recused himself as an employee of AMG.

VOUCHER APPROVAL

Commissioner Kuehnoel moved approval of the Voucher Summary in the amount of \$14992.07; Commissioner Martinson, second. The motion passed, 5-0.

Election of Officers 2013

Commissioner Martinson nominated Commissioner Kasnick for President. The motion was withdrawn. Commissioner Martinson nominated Commissioner Achziger for President. The nominations were closed. Commissioner Achziger was elected, 4-1.

Commissioner Achziger then took over the meeting.

Commissioner Kuehnoel was nominated for Clerk of the Board. Nominations were closed. She was elected 5-0.

INFORMATION ITEMS/COMMISSIONER REPORTS

Commissioner Achziger mentioned that the City's new brochure which was going to be published by Phillips Publishing would maintain the Pool District's current advertising rate for a

year. He had misunderstood City of Des Moines Parks Director Thorell during a previous discussion with her.

Commissioner Martinson highlighted the budget log, pointing out completed projects, of which there were several in 2012, and reported on progress of current projects.

Commissioner Kuehnoel commented on the cash roll over from 2012 to 2013. When all expenses for 2012 have been recorded, the surplus will be in excess of \$400,000.

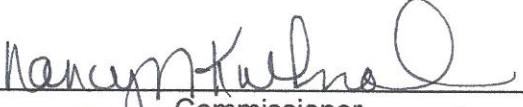
Commissioner Martinson commented further that McKinstry and AMG have not submitted invoices for work done in 2012. Subtracting those expenses will still leave the District in a very good financial position going in to 2013.

NEXT MEETINGS


Saturday, January 12, 2013 – Study Session
Tuesday, February 5, 2013 - Regular Meeting

ADJOURNMENT

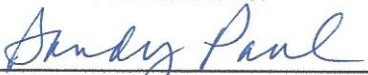
There being no further business to come before the Board, Commissioner Martinson moved to adjourn; Commissioner Kuehnoel, second. The motion passed 5-0.



Commissioner



Commissioner



District Clerk



Commissioner

Commissioner

Commissioner