

DES MOINES POOL METROPOLITAN PARK DISTRICT
22015 Marine View Drive South
Des Moines WA 98198

Tuesday, May 6, 2014, 5:00 p.m.

MEETING MINUTES

Call to Order/Roll Call

The meeting was called to order by President Achziger at 5:00 p.m. Commissioner Kasnick led the flag salute.

Present were Gene Achziger, President; Nancy Kuehnoel, Clerk of the Board; Commissioners Eric Kasnick, Schell Ross and Toni Overmyer (arrived at 5:20 p.m.) Also present were Rodger Bennett, District Manager; Sandy Paul, District Clerk; Scott Romano, Project Manager; Ken Spencer, Pool Manager.

ADOPTION OF AGENDA

Commissioner Kuehnoel moved to adopt the agenda as amended/presented; Commissioner Kasnick, second. The motion passed 4-0

ADOPTION OF MINUTES

April 1, 2014 Regular Meeting Minutes; April 8 Special Meeting Minutes

Commissioner Kuehnoel moved to adopt the April 1 meeting minutes as presented; Commissioner Kasnick second. The motion passed 4-0.

Commissioner Kasnick moved to adopt the April 8 meeting minutes as amended/presented; Commissioner Ross second. The motion passed 4-0.

STAFF REPORTS

District Manager Rodger Bennett

- Followed through on discussions from the April Board meeting
 - Scott Romano notified McKinstry of Board's agreeability on tax credit issue
 - Received letter confirming McKinstry's agreement to share \$4,000 of tax credit by issuing future service commitment
 - Secured letter from Tanya Crites at WCIA regarding necessary insurance coverage
 - Requested meeting with Ken Spencer regarding insurance coverage and contract billing detail
 - Confirmed history of Highline School District Lease with Brian Snure
- Met with Normandy Park City Manager. Discussed attendance at Normandy Park Metropolitan Park District Board meeting later this year
- Continued preparation for May 3 Board Retreat
- Ordered digital projector and connecting cable
- Spent ten active days in Peru – a worthwhile trip
- Spent May 2 with Chad Sotomayor fixing the fix for the office Wi-Fi

He added comments about the need for improved electronic communication, and announced a new password for the District wi-fi.

Project Manager Scott Romano

Scott Romano suggested that service credits with McKinstry be traded for service. Work could begin immediately on replacement of one of the failed doors. The BLRB report, being well underway, notes a number of items that need attention soon. Proposed work could begin soon on a number of those projects.

Pool Manager Ken Spencer

- May numbers increased from April
- New covers delivered and installed
- April Pools Day successful
- Moving into summer in a position of high use
- Park Department running their summer swim lessons at Mr. Rainier Pool
- Middle School night May 9
- Financial report

District Clerk Sandy Paul

- Received/deposited \$25,000 annual subsidy from Normandy Park on April 8
- Attended April Pool's Day (non-paid hours).
- Wrote policies for public records requests, records management, and emergency management related to records. Those will be presented at a later date.
- Purchased shredder, fans, digital projector and connecting cable, extension cord, power strip, tape, batteries, and two extra sets of keys.
- Wrote thank you letters to the Leadership Class at Pacific Middle School for participating in April Pool's Day
- Spent April 29 with Madison Reid fixing the office Wi-Fi
- South King Fire and Rescue announced a fire extinguisher inspection for April 25. Larry, the barber in the first floor shop, offered to let firefighters into the building upstairs if no one was present to unlock the door. There is one fire extinguisher, near the front entrance door, which is believed to meet fire code.
- Sent request to King County for cancelled check for Scott Romano to submit with energy grant reimbursement paperwork. Arrived May 1.
- Purchased lunch and beverage items for the May 3 retreat to eliminate the need to leave for lunch, allowing a business discussion through the lunch time.
- Comcast is scheduled for May 6 to replace its modem, which is believed to have been faulty from the beginning.
- Presented a new Signature Form for King County Finance reflecting new email addresses
- Calendar – The Pool's Pumpkin Plunge is October 25, the same day as the Chili Cook-off. Commissioners preferred to participate in the Pumpkin Plunge.

VOUCHER APPROVAL

Voucher Summary

Commissioner Kuehnoel moved to approve the voucher summary request in the amount of \$72,785.02; Commissioner Kasnick, second. The motion passed, 5-0.

NEW BUSINESS

Approve MOU regarding Tax Deduction Pass Through with McKinstry Essention Inc.

Commissioner Kasnick moved, Commissioner Ross second, to approve MEMORANDUM OF UNDERSTANDING (MOU) REGARDING TAX DEDUCTION PASS THRU and authorize Gene Achziger, President of the Des Moines Pool District Board of Commissioners, to sign the MOU and further to direct the District Clerk to expeditiously forward the letter to McKinstry Essention, LLC at their Seattle address. The motion passed, 5-0

Cloud Storage for Meeting Recordings

The cost of storage in the cloud became more of a discussion about electronic communication. A commitment from QuickPlanet is not working for the District at this time. Commissioners discussed options for solutions to problems and subsequent training.

Commissioner Overmyer moved to charge Commissioner Kuehnoel and District Manager Bennett with resolving hardware/software issues with QuickPlanet regarding electronic communications; Commissioner Kasnick, second. The motion passed, 5-0.

Voting on the Annual Report

It was determined that a vote on the annual report was not necessary. The report was completed and filed with the state of Washington on April 29, 2014.

AMG Contract Comparison

Commissioners agreed there was no urgency for completing the AMG contract since the 18th Amendment expires June 30, 2014. A special meeting was set for May 20 at 5:00 at the District office to discuss the AMG contract.

RECAP: April Pool's Day

All Commissioners agreed that the event was very successful given the events it was up against the day before Easter. Next year, Easter is earlier removing the conflict. 8000 flyers were distributed. \$702 was raised by Walk the Plank. All proceeds donated by vendors will go to the Legacy Foundation, as will the Walk the Plank money. Commissioners agreed the event was well conceived, well planned and well executed. The only problem was with electrical connections for the vendors.

INFORMATION ITEMS/COMMISSIONER REPORTS

Commissioner Kuehnoel mentioned that there were WCIA compact commitments to meet in 2014. She urged Commissioners to check out the free training offered. Those classes all count toward the District's annual obligation to increase awareness of risk management.

Toni Nelson has left Visions MS and is working for MRSC. She will retain our contract for financial services. She won't have the same software as before, and she will be using Excel spreadsheets. District financial reports may look a bit different.

Commissioner Achziger reported receiving correspondence from Michael LaPierre at Burien. Staff is discussing an interest it may have in partnering in a pool project. They suggested reaching out to Burien electeds for any common interest that might be fostered. SeaTac will be contacted after talking to Burien.

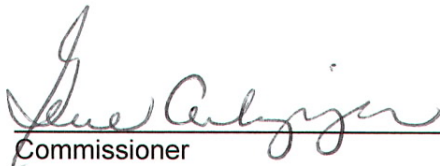
NEXT MEETING

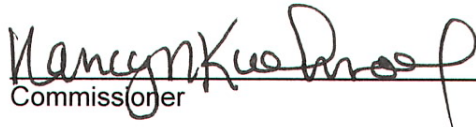
Tuesday, May 20, Special Meeting, 5:00 p.m. at the District Office

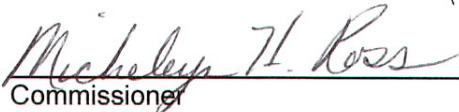
Tuesday, June 3, 2014, 5:00 p.m., Regular Meeting, District Office

ADJOURNMENT

There being no further business to come before the Board, Commissioner Kasnick moved to adjourn; Commissioner Kuehnoel, second; the meeting was adjourned at 6:47 p.m.


Commissioner


Commissioner


Commissioner

Respectfully submitted,
Sandy Paul MMC, District Clerk


Commissioner


Commissioner