

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

**Tuesday, June 3, 2014, 5:00 p.m.**

**MEETING MINUTES**

**Call to Order/Roll Call**

The meeting was called to order by President Achziger at 4:58 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. Also present were Rodger Bennett, District Manager; Sandy Paul, District Clerk; Scott Romano, Project Manager; Ken Spencer, Pool Manager.

**ADOPTION OF AGENDA**

Two items were added to the agenda: Back to School Resource Fair and Fireside Chats at the Activities Center

Commissioner Kuehnoel moved to adopt the agenda as amended; Commissioner Kasnick, second. The motion passed 5-0

**ADOPTION OF MINUTES**

**May 6, 2014 Regular Meeting Minutes; May 3 and 20, 2014 Special Meeting Minutes**

Commissioner Kuehnoel moved to adopt the May 6 meeting minutes as presented; Commissioner Kasnick second. The motion passed 5-0.

Commissioner Overmyer moved to adopt the May 3 Special meeting minutes as amended; Commissioner Kasnick, second. The motion passed 5-0.

Commissioner Kasnick moved to adopt the May 20 Special meeting minutes as presented; Commissioner Kuehnoel second. The motion passed 5-0.

**CITIZEN COMMENT**

None

**CORRESPONDENCE**

There was no correspondence to report

**NEW BUSINESS - GUEST REPORT**

Patricio Mendoza, Owner, EC Computer, was introduced by District Manager Bennett who had discussed with him earlier in the month some of the issues the District has had with its computers and think pads. He was present to speak to those issues and entertain questions from Commissioners.

Commissioner Kuehnoel moved to direct Bennett to review references of EC Computers; talk to QuickPlanet, review the QuickPlanet contract, and report back at the July 1 meeting; Commissioner Kasnick, second. The motion passed, 5-0.

EC Computers would also be contacted about doing an assessment.

## STAFF REPORTS

### District Manager

- Worked with IT issues
- Worked with Chad Sotomayor in re-starting office Wi-Fi
- Completed draft Power Point for Board Retreat
- Made corrections to draft Administrative Directives
- Sent Budget Calendar draft to Toni Nelson for review and comment
- Interviewed Comcast tech who inspected cable modem
- Met with Scott Romano and Ken Spencer regarding pool repairs and projects
- Agreed upon doors to be replaced or repaired
- Added Filter Room Floor to safety list
- Reached out to a potential IT service provider
- Prepared RFQ for IT consultants
- Attend/follow up on May 20 Board Study Session
- Made slight modifications to AMG contract draft
- Asked for modifications to District Web Site

### Project Manager

- McKinstry is reviewing costs to use \$4000 energy credit
- Two options: costs for all doors - report for next meeting
  - Have McKinstry repair all doors after approving extra money or
  - Repair fan, half of a double set of doors
- All doors should be replaced; they are a security issue
- Access Management Plan – how to make existing locks functional and rekey entire building
- Wall/filter room floor being reviewed by architect
- Women's shower valve issue – water is too hot (108 degrees)
- Two thermostats not under warranty failed in the last month. New ones ordered.
- New drinking fountains not recommended. Explore recommendation, from repairing the on-button, to removing the fountains completely

### Pool Manager

- Recovery of numbers in lesson participation for May
- Lap swims steady; swim teams steady; rentals good
- Middle School night again June 13
- Interruptions due to contamination on two occasions
- No unscheduled pool time to the end of summer; keeping the area clean is a challenge with that much going on
- Water Zumba classes being considered to replace Tu/Th water exercise classes
- New water exercise equipment ordered
- Increase of school free swim passes
- Mixing valve problems persist

### District Clerk

- Procured/prepared the food/drinks for May 3 Workshop Retreat at the Des Moines Yacht Club
- Prepared agenda packets for May 3 and 6 meeting; attended meetings on May 3 and 6; prepared the minutes
- Updated the voucher request to include all invoices to date as of May 6; submitted to King county following approval
- Mailed checks received on May 12



- Made certain all loose ends were tied up for a week's absence to attend the IIMC Conference in Milwaukee WI
- Attended the IIMC Annual Conference in Milwaukee May 16-23. Spent two of those days in leadership lessons derived from *Frances Perkins: The Woman Behind the New Deal*, and *Kennedy*, the biography by Chris Matthews. Attended classes on ethics, organizational strategies and best practices, citizen engagement, and technology
- Regular monitoring of Wells Fargo accounts; all seems to now be working as envisioned.
- Prepared for June regular board meeting

## **VOUCHER APPROVAL**

### **Voucher Summary**

Commissioner Kuehnoel move to approve the June voucher request in the amount of \$51,817.51; Commissioner Overmyer, second. The motion passed, 5-0.

## **OLD BUSINESS**

### **AMG Contract**

Commissioner Kuehnoel moved to direct Manager Bennett to discuss the AMG proposal with the District's Counsel, Brian Snure; Commissioner Overmyer, second. The motion passed, 5-0. Any motions or decisions on changes to the contract will be deferred to the next regular meeting on July 1.

Commissioner Kuehnoel moved that the modified language in the proposed January, 2013 draft agreement between the District and AMG be approved and, barring any potential recommended changes from the District's Attorney, the District Manager is directed to discuss the proposal with AMG and return to the Board with any recommendations for adoption and/or modification; Commissioner Ross second. The motion passed, 5-0.

## **NEW BUSINESS** continued

### **Back to School Resource Fair**

Highline School District is having back to school fairs for free/reduced lunch families from North Hill, Des Moines, and Parkside on August 7, 10 a.m. to 1 p.m. at Steven J Underwood Park. Midway Elementary is not included because they have their own successful program. Backpacks will be distributed; haircuts will be given to those children who need them. If the Pool District were to participate, additional give-aways would need to be purchased. With so many Spanish speakers, a translator may be needed. Commissioner Ross will check with contacts she has within the school district.

Commissioner Achziger will prepare a design for a booth with Director Bennett, which will be presented at the next meeting followed by budget discussions. AMG is also available to staff a booth; summer is an excellent time for scheduling.

Commissioner Kuehnoel commented that the District should participate in both fairs.

### **Fireside Chats at Senior Center**

Tuesday, September 16 at the Activities Center at 12:00 noon the next Fireside Chat will take place. This would be a good time to talk about what is going on at the pool. Commissioner Kuehnoel volunteered with backup from Commissioner Kasnick. Daily lap swimmers could participate as well.

## **INFORMATION ITEMS/COMMISSIONER REPORTS**

Commissioner Overmyer was contacted by PDC to resubmit her documents.

Commissioner Kuehnoel reported that the scholarship fund received 2 donations: one from Huntington Park and one from Quota International in Kent. The Wamsley Family donated money on behalf of their daughter who swims at the pool.

Director Bennett will meet with WCIA inspectors at the pool June 4 at 8:30 a. m. The meeting with WCIA compliance staff will take place later this month.

Commissioner Achziger reported the Farmer's Market will open Saturday June 7. Commissioner Ross will help set up. Commissioners Kuehnoel and Kasnick will attend.

Commissioner Achziger would like to invite Steve Burke, director at William Shore pool in Pt Angeles, to come to talk about our next audit, and where we need to be to be on target. governance. Mr. Burke also added that when it comes to writing policies to call on the expertise of WCIA.

Sugar pie pumpkins and the small gourd variety are planted. The seeds for the big pumpkins have not arrived in the mail yet. Commissioner Achziger would like to raffle off the pumpkins at the Pumpkin Plunge. The Des Moines Parks Department/City have expressed a desire to do some cross promotion with the District.


#### **NEXT MEETING**

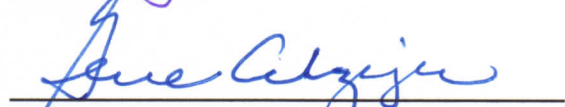
Tuesday, July 1, 2014, Regular Meeting, 5:00 p.m., District Office

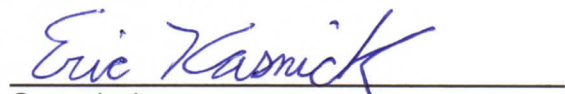
#### **ADJOURNMENT**

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.

Respectfully submitted,  
Sandy Paul MMC, District Clerk

  
Commissioner

  
Commissioner

  
Commissioner

  
Commissioner

Commissioner