

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

January 13, 2014 5:00 p.m.

REGULAR ADJOURNED MEETING MINUTES

Call to Order/Roll Call

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

Present were President Achziger, Commissioners Kuehnoel, Overmyer, Kasnick and Ross were present. Also attending Rodger Bennett, District Manager, Ken Spencer, Pool Manager, Camille Moore, District Clerk, and Jonathan Boon from EC Computers to help with technical issues.

ADOPTION OF AGENDA

Commissioner Kuehnoel moved to adopt the agenda; Commissioner Overmyer, second. Passed unanimously.

ELECTION OF OFFICERS

President of the board

Commissioner Kuehnoel nominated Commissioner Overmyer, Commissioner Kasnick nominated President Achziger.

There being no further nominations the following vote was recorded.

Commissioner Kuehnoel- Overmyer

Commissioner Overmyer- Overmyer

President Achziger -Overmyer

Commissioner Ross- Overmyer

Commissioner Kasnick- Achziger

Commissioner Overmyer having the highest recorded votes immediately took the chair.

Clerk of the Board

Commissioner Overmyer nominated Commissioner Kuehnoel.

All Commissioners voted in favor.

APPROVAL OF ADVERTISING CONTRACT WITH PHILLIPS PUBLISHING

Approval of contracts for City Currents and City Scene.

Commissioner Achziger moved to approve the contract. Commissioner Ross, Second.

Passed unanimously.

APPOINTMENT OF POOL DIST REPS TO THE DES MOINES MASTER PLAN ADVISORY COMMITTEE

Commissioner Kasnick moved to vote on Simone Jude, Anne Erickson, Chris Sharp and Trudy Ellison.

Commissioner Kuehnoel, second. Passed unanimously.

APPROVAL OF EC COMPUTERS CONTRACT

EC Computers contract is up for renewal for the months of Feb 8, 2015- August 8, 2015.

Commissioner Achziger moved to approve the contract. Commissioner Kasnick, second. Passed unanimously.

ORDER OF NEW COMPUTER FOR DISTRICT CLERK

Commissioner Kuehnoel moved to approve the order of the new computer from the Washington State Purchasing Contract. Commissioner Ross, Second. Passed unanimously.

ADOPTION OF MINUTES

Commissioner Kasnick moved to approve the 12/2/14 Regular Meeting Minutes. Commissioner Ross, Second. Passed unanimously.

VOUCHER APPROVAL

Voucher Summary

Commissioner Kuehnoel moved to approve the, 12/03/14, 12/08/14 and 12/13/14 and 12/16/14 Voucher summary in the amount of \$14,586.48. Commissioner Achziger, second. Passed unanimously.

CITIZEN COMMENT/CORRESPONDENCE

The board reviewed an email from the Public Disclosure Commission regarding contact updating contact information for those in office.

STAFF REPORTS

District Manager

- Attended and participated in December Board meeting
- Sent AMG contract revisions to District Legal Officer
- Communicated with City of Des Moines Parks, Recreation and Senior Services Director regarding Master Plan Inter-local agreement
- Responded to Highline Schools regarding AMG Insurance Certificate
- Reviewed Draft of revised AMG contract, made minor comments and sent them to the District Legal Officer who then prepared the Final Draft for Board consideration
- Completed application form for a District Purchasing Card (Visa) through the Washington State Procurement Card Contract with US Bank
- Made appointment to meet with the Director for Capital Planning and Construction for Highline Community Schools
- Spent twelve days in Southern Arizona getting to know our two youngest grandchildren

Pool Manager

- Swim Lessons holding steady
- Holiday Hours cause a drop in business
- Middle School Night needs incentive, kids at that age are less likely to just play in the water
- Filled H.S. swim teams schedule
- Added more Public Swim hours
- 25% off Special created boost in December
- 46 Punch cards sold, existing customers taking advantage of price break
- Ken commented that the pool had a good year.

District Clerk

- Sent Thank you Letter to Grace and Loyal Reynolds for Legacy Foundation
- Updated poster at pool for donations
- Added 2015 Budget folder to SP Website along with budget
- Worked more on 2015 Calendar
- Added Resolution folder and Resolutions to SharePoint and website
- Added a folder tracking Resolution numbers to SharePoint
- Added 2014 Financial Reports to TSN Financial folder in SharePoint

STAFF REPORTS C'TD

Created new folders for 2015 in filing cabinet
Continually contacted Comcast regarding payment not posting
Worked with King County Tech Support, regarding upgrade that created issues with system
Started marking duplicate items in files on shelf for 2010
Requested corrected W-9 from Veronica Mendoza per Toni Nelson
Contacted Wells Fargo again regarding incorrect balance information
Corresponded with Joe Levera at MRSC regarding 2010 files
Commissioner Achziger will update deadlines for City Currents

FINANCIAL REPORTS

TSN Financial Report

Reviewed and discussed.

APPROVAL OF AMG CONTRACT

Programs have been added, the pool will be open more and closed less than the last contract.
Commissioner Kasnick clarified the schedule. Ken Spencer clarified customer service tracking and the board discussed contract changes.
Commissioner Kuehnoel moved to approve the contract. Commissioner Achziger, second.
Passed 3-0, 2 abstentions. Commissioners Kasnick and Ross abstained.

CONSIDERATION OF PROPOSED ILA LANGUAGE FOR THE CITY OF DES MOINES MASTER PLANNING COLLABORATION

Discussion of already completed physical property condition survey being translated to be put in the Master Plan.
Commissioner Kuehnoel asked if they selected a contractor and what the cost would be. She would like clarification of cost, such as the \$30,000.00 mentioned. What it would cover. Types of services were mentioned such as random sampling or mail out survey as possibilities. Clarification on Master Planning Process is desired by the board.

INFORMATION ITEMS/COMMISSIONER REPORTS

There was discussion of finding a pool to compare needs for the Mt. Rainier pool. Commissioner Achziger mentioned working with the medical community on therapy programs in the pool.

President Overmyer discussed Legacy Foundation Funds, to clarify what programs they are appropriated to.

President Overmyer received an email from Children's Hospital with no attachment, she will forward the email when attachment is received.

Commissioner Ross gave out 150 Swim Scholarships Applications. 3 have been turned in. She is working on Scholarship approval with Ken Spencer for the Junior Lifeguard Program.

Commissioner Kasnick asked to discuss the water level in surge tank. It is currently too high, he will bring in pages discussing correct water levels for the tank.

Commissioner Kuehnoel requested to meet with the person Ken Spencer wishes to hire for the Community Liaison.

NEXT MEETING


February 3, 2015 at 5:00 p.m.

ADJOURNMENT

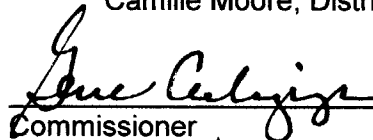
There being no further business to come before the Board, the meeting was adjourned at 7:15 p.m.

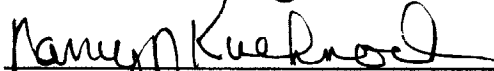
Respectfully submitted,
Camille Moore, District Clerk


Commissioner


Commissioner


Commissioner


Commissioner


Commissioner