



**SI VIEW METROPOLITAN PARK DISTRICT REGULAR MEETING  
February 1, 2012 – ACTION MINUTES**

**6:33 pm – CALLED MEETING TO ORDER**

**ROLL CALL**

**Commissioners:** Elwood, Grez, Joselyn, McGhee and Raisio

**Staff Attending:** Executive Director Travis Stombaugh, Finance & HR Manager Scott Loos and Administrative Support Specialist Melissa Pasley

**APPROVAL OF AGENDA:**

**APPROVED AS AMENDED 5-0**

Elwood **MOTIONED** Grez **SECONDED**

**Discussion:** Mr. Loos requested the addition of a State Department of Revenue electronic payment to the Consent Agenda. Commissioner Raisio requested the addition of Emergency Shelter as a New Business item.

**PUBLIC COMMENT:** None

**CONSENT AGENDA**

**APPROVED AS AMENDED 5-0**

**Meeting Minutes** – January 4th, 2011 regular meeting minutes

**Payroll** – January 1-15, 2012 payroll: \$23,139.16 payroll; \$6,490.14 payroll taxes; \$2,493.47 PERS retirement; \$65.53 life insurance; \$72.88 LTD; \$555.00 ICMA 457; \$101.77 Aflac (pre-tax); \$52.14 Aflac (post-tax).

**Transfer** - in the amount of \$381,318.75 from the 201 Si View Tollgate Debt Service Fund to the 301 Si View Tollgate Capital Project Fund.

**Blanket Vouchers** - #245, #246, #247& #248

**Electronic Payment** - Payment of Q4 2011 B&O/Sales Tax in the amount of \$7,160.43.

Elwood **MOTIONED** Joselyn **SECONDED**

**NEW BUSINESS**

**Consider appointing new Commissioners to District Committee Positions for the 2012 calendar year**

Committee Appointments are as follows:

Recreation Committee – Commissioners Joselyn and McGhee

Administration Committee – Commissioners Elwood and Raisio

Operations Committee – Commissioners Grez and Raisio

### **Consider approving maintenance and management agreement for Meadowbrook Farm**

Joselyn **MOTIONED**

Elwood **SECONDED**

**Discussion:** Mr. Stombaugh reported that the 2012 contract is very similar to the 2011 contract. Staff had provided quotes for additional services such as landscape maintenance and additional maintenance to the facility. The Meadowbrook Board opted to approve the contract without adding the additional maintenance services.

**APPROVED AS PRESENTED 5-0**

### **EMERGENCY SHELTER**

**Discussion:** The commission reviewed the utilities available during an emergency situation and how to obtain lighting and a source of heat during an electrical outage. Mr. Stombaugh noted that if a generator were brought in to power the whole building the electrical wiring for the building would need to be upgraded in order for it to be compatible. If the small generator the MPD possess would be used to light the smaller rooms in the community center, the building would still be without a heat source during an electrical outage.

Commissioner Grez **MOTIONED** to direct staff to invite the City of North Bend to place emergency/power outage information in a Si View program guide.

Commissioner Elwood **SECONDED**.

**MOTION APPROVED AS PRESENTED 4-0.** Commissioner McGhee abstained.

### **COMMITTEE AND STAFF REPORTS**

**Programs Report:** a written report was reviewed.

**Finance Report:** Mr. Loos made the December month end budget available to the commission. He stated the revenue categories over all were up as are all rental revenue categories. Commissioner Grez commended the Executive Director, Finance Manager and staff on a good fiscal ending to a tough year.

**Directors Report:** Mr. Stombaugh stated that the recreation staff would like to schedule a meeting with the Recreation Committee. He reported that the Board Policy Manual is under construction; the Administration Committee is due to review the current version. Mr. Stombaugh related the situation surrounding the failure of the fire suppression system pressure valve during the recent power outage. He attended the WRPA Legislative Days in Olympia topics included; the \$5.90 prorationing issue, Jr. Taxing District's ability to do assessments, involving Jr. Taxing Districts in the legal process. Ballot deadlines May 11<sup>th</sup> and August 7<sup>th</sup> must be considered if the Commission would like to pursue a ballot measure on a 2012 election ballot. Mr. Stombaugh is scheduled to give a presentation at the upcoming Rotary Club meeting. The Community Center siding project has uncovered some ill constructed exterior walls. The 2"X6" lumber forming the exterior walls were placed facing the wrong direction. The depth of the exterior walls is a lot less than anticipated, making the placement of the recommended insulation impossible to install. A change order with an alternative insulation is pending. Mr. Stombaugh also noted that 2013 will mark the community center/pool building's 75<sup>th</sup> Anniversary and the MPD's 10<sup>th</sup> Anniversary.

**Snoqualmie Valley Government Association Meeting Report:**

Commissioner McGhee reported that the property near Hwy 18 and I-90 owned by the Whitaker family is under consideration for development.

**MEETING ANNOUNCEMENTS AND REMINDERS:**

February 15	Regular Meeting at 6:30 pm
March 7	Recreation Committee meeting at 1:00 pm
March 7	Regular Meeting at 6:30 pm

**ADJOURNMENT:** The meeting was adjourned at 8:15 pm.

*Meeting Minutes prepared by Melissa Pasley, Administrative Support Specialist*

SI VIEW METROPOLITAN PARK DISTRICT

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President

ATTEST/AUTHENTICATED:

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Commissioner