



**SI VIEW METROPOLITAN PARK DISTRICT REGULAR MEETING
February 15, 2012 – ACTION MINUTES**

6:33 pm – CALLED MEETING TO ORDER

ROLL CALL

Commissioners: Elwood, Joselyn, McGhee and Raisio

Excused Absence: Commissioner Grez

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

APPROVAL OF AGENDA:

Elwood **MOTIONED**

Joselyn **SECONDED**

APPROVED AS PRESENTED 4-0

PUBLIC COMMENT: None

CONSENT AGENDA

APPROVED AS PRESENTED 4-0

Meeting Minutes – February 1st, 2012 regular meeting minutes

Payroll – January 16-31, 2012 payroll are: \$22,337.76 payroll; \$6,324.19 payroll taxes; \$2,507.74 PERS retirement; \$65.68 life insurance; \$72.91 LTD; \$555.00 ICMA 457; \$101.77 Aflac (pre-tax); \$52.14 Aflac (post-tax).

Blanket Voucher #249 & #250

Elwood **MOTIONED**

Joselyn **SECONDED**

NEW BUSINESS

Materials to include in 2012 Needs Assessment Survey

Discussion: Mr. Stombaugh stated that a survey is characteristically done every five years. The last survey was conducted in 2008. Staff estimates it would be a ten to twelve week process and suggested that a survey be completed prior to the next election ballot attempt. Mr. Stombaugh proposed that the data collected during the survey reflect the areas the public would like to see the budget spent. Topic deferred to the March 7th meeting.

COMMITTEE AND STAFF REPORTS

Finance Report: Mr. Loos highlighted details of the January month end report.

Programs Report: the Recreation Staff meeting notes were reviewed.

Directors Report: Mr. Stombaugh passed a depiction of the playground equipment selected for Si View Park around the table. Per Commission directive Mr. Stombaugh had asked Duncan Wilson if the City of North Bend would like to place emergency management contact information in the District's program guide. Mr. Wilson did not express interest in doing so. Staff is looking into applying for exemption or reduction in the storm water management fees.

AGENDA ITEMS FOR NEXT MEETING

Assessment Survey

MEETING ANNOUNCEMENTS AND REMINDERS:

March 7 Recreation Committee meeting at 1:00 pm

March 7 Regular Meeting at 6:30 pm

April 4 Administration Meeting – time TBD

ADJOURNMENT: The meeting was adjourned at 7:41 pm.

Meeting Minutes prepared by Melissa Pasley, Administrative Support Specialist

SI VIEW METROPOLITAN PARK DISTRICT

President

ATTEST/AUTHENTICATED:

Commissioner