



# Si View Metropolitan Park District

November 4th, 2009

Si View Community Center

## DISTRICT MISSION

The mission of the Si View Metropolitan Park District is to work in partnership with the Community to preserve historic Si View Park and provide opportunities to enhance the quality of life through the facilitation of recreation programs and parks in the Snoqualmie Valley.

## REGULAR MEETING MINUTES

1. CALL TO ORDER
  - A. Commissioner Grez called the meeting to order at 7:35 pm.
2. ROLL CALL
  - A. Attending: Commissioner Grez, Haggerty, Joselyn, Kelly & Raisio
  - B. Staff Attending: Executive Director Travis Stombaugh, Finance & HR Manager Scott Loos, Administrative Support Specialist Melissa Pasley
3. APPROVAL OF AGENDA
  - A. No objections voiced; agenda approved as presented.
4. PUBLIC COMMENT
  - A. No public comment.
5. SPECIAL PRESENTATION
6. CONSENT AGENDA
  - A. Regular meeting minutes from October 7<sup>th</sup>, 2009 & October 21<sup>st</sup>, 2009. Special Meeting minutes from October 14<sup>th</sup>, 2009
  - B. Blanket Voucher #173
  - C. Blanket Voucher #174
  - D. The consent agenda amounts for the October 1-15 payroll are: \$22,121.51 payroll (Direct Deposit); \$6,334.15 payroll taxes; \$2,074.99 PERS retirement; \$59.80 life insurance; \$69.95 LTD; \$460.00 ICMA 457.
    - i. **MOTION** by Kelly to approve the consent agenda as presented. Seconded by Raisio. **MOTION PASSED UNANIMOUSLY.**
7. UNFINISHED BUSINESS
8. NEW BUSINESS
  - A. **Consider declaring the District owned 1992 GMC SAFARI van surplus property.**
    - i. **MOTION** by Haggerty to declare the GMC Safari van surplus property. Seconded by Raisio. **MOTION PASSED UNANIMOUSLY.**
  - B. **Consider authorizing the Executive Director to purchase a maintenance vehicle for the District for an amount not to exceed \$20,000.**
    - i. **MOTION** by Haggerty to authorize the Executive Director to purchase a maintenance vehicle for the District for an amount not to exceed \$20,000. Seconded by Kelly. **MOTION PASSED UNANIMOUSLY.**
  - C. **Consider approving District Financial Policy 03.06.01 Credit Cards.** This policy will supersede the previous policy of the same number and title and will be effective immediately.
    - i. **MOTION** by Haggerty to approve policy 03.06.01 as presented. Seconded by Raisio.
    - ii. Discussion: Loos stated that is necessary to update the policy due to current district habits.
    - iii. **MOTION PASSED UNANIMOUSLY** with suggested amendments.

- D. **Consider approving District Financial Policy 03.06.01A Credit Card Procedures.** This policy will supersede the previous policy of the same number and title and will be effective immediately.
  - i. **MOTION** by Haggerty to approve policy 03.06.01A. Seconded by Raisio.
  - ii. Discussion: Loos stated that is necessary to update the policy due to current district habits.
  - iii. **MOTION PASSED UNANIMOUSLY** with suggested amendments.
  
- E. **Consider approving District Personnel Policy 02.07.06 District Employee Discount.** This is a new policy and would be effective immediately.
  - i. **MOTION** by Haggerty to approve policy 02.07.06. Seconded by Raisio.
  - ii. Discussion: Commission Joselyn requested that board members be added to the policy. Mr. Stombaugh will contact the MPD's legal council regarding the request.
  - iii. **MOTION PASSED UNANIMOUSLY** as presented.
  
- F. **Discussion. Second District Budget Draft for Fiscal Year 2010.**
  - i. Mr. Stombaugh gave the commission an overview of the changes to the 2010 budget draft. He also confirmed the MPD would receive the 2010 election cost invoice in 2011.

9. COMMITTEE AND STAFF REPORTS

- A. Programs Report
  - i. The written report was reviewed.
- B. Administrative Committee Report – no report given.
- C. Directors Report
  - i. Stombaugh reported he had met with Duncan Wilson City Administrator, City of North Bend regarding the Tollgate Inter Local. Mr. Wilson requested the MPD come up with a plan that he might bring before the City Commissioners. Stombaugh also met with The City of Snoqualmie's Interim Park Director Gwendolyn Voelpel.

10. MEETING ANNOUNCEMENTS AND REMINDERS

- A. Regular Meeting Wednesday, November 18, 2009 at 7:30 pm.
- B. Administration Committee Meeting - TBD

11. EXECUTIVE SESSION

12. AGENDA ITEMS FOR NEXT MEETING

13. ADJOURN

- A. No objections voiced; meeting adjourned at 9:29 pm.

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

SI VIEW METROPOLITAN PARK DISTRICT

---

President

ATTEST/AUTHENTICATED:

---

Commissioner