



Des Moines Pool Metropolitan Park District

April 18, 2024

7:00 p.m.

Special "Hybrid" Meeting

Meetings are hybrid: being held remotely using Zoom and in-person at the Des Moines Pool MPD District Office (22015 Marine View Dr. So. – Main floor). If you wish to listen in, please do so at 1-253-205-0468; Meeting ID: 846 5421 9610; Passcode: 423945. Any questions or comments should be directed to Scott Deschenes, District General Manager at (206) 429-3852 or by email at scott.deschenes@desmoinespool.org. Public comment for those who cannot physically attend will be due by email to info@mtrainierpool.com by noon on the day of each meeting. Patrons that can attend in-person will be allotted three minutes during public comment (#5). This is due to the hybrid format of the meetings.

AGENDA

7:00 1. CALL TO ORDER ROLL CALL

7:01 2. PLEDGE OF ALLEGIANCE

7:03 3. ADOPTION/MODIFICATIONS OF AGENDA

7:04 4. ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATION

7:05 5. PUBLIC COMMENT (Please Limit to Three [3] Minutes)

Hybrid Meeting: If you are unable to physically attend and wish to make public comment, please submit in writing via email to info@mtrainierpool.com by Noon on Thursday, April 18. Please include your name, address, and contact phone number. All timely submitted public comments will be read at the meeting subject to the time limit. Any public comments received after noon, will be read at the following regular meeting.

7:10 6. BOARD VACANCY POLICY/PROCESS (**UPDATED PROCESS – SEE AIS**)

7:15 7. EXECUTIVE SESSION "RCW 42.30.110(1)(g)"

To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW [42.30.140\(4\)](#), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public.

8:00 UPCOMING MEETINGS

- April 23, 2024, Regular Board Meeting, 7:00 p.m., Location DMPMPD Office (22015 Marine Drive So. #2B, Des Moines, WA)
- May 21, 2024, Regular Board Meeting, 7:00 p.m., Location DMPMPD Office (22015 Marine Drive So. #2B, Des Moines, WA)

22015 Marine View Drive South, Suite 2B, Des Moines WA 98198 (Physical Location)
22722 19th Avenue South, Des Moines, WA 98198 (Mailing Address)

To enhance our community's quality of life by providing access to and promoting participation in aquatics programs

The Des Moines Pool Metropolitan Park District is committed to compliance with both the Washington Law Against Discrimination and the Americans with Disabilities Act. The District's meetings are being held hybrid including remotely due to COVID-19. See the information above to join a meeting. If you have any questions, please contact Scott Deschenes, District General Manager, 206.429.3852.

ADJOURNMENT

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Des Moines Pool Métropolitain Park District

AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 6 Assigned to: Board President Meeting Date: 04/18/2024

Under: Business Attachment: Yes

Subject: Board Vacancy Policy/Process (New Process w/ Nominations – See Below)

Background/Summary:

On Friday, March 8, 2024, Commissioner Achziger notified the board that he would be resigning his position. This item is to ratify an updated policy for board vacancies, see if there are any nominations, and go over a proposed timeline. See attached resignation email.

At the March 19, 2024, Board Meeting, the board did not notify anyone, so the district posted the position without a nomination. The 15-day deadline was April 4, 2024.

By the deadline, the only applicant was Patrice Thorell. Ms. Thorell was checked with the King County Elections office and is a registered voter in the City of Des Moines. There were no other qualified applicants that applied.

Legal counsel recommends that the vacancy be reposted, and the board of commissioners nominate Ms. Thorell and/or any other qualified applicants. The position will be reposted for 15-days ending with a deadline on Friday, May 4.

After discussing the issue with legal counsel, the District GM recommends the board 1) update Policy 225 Board Vacancy Process, 2) take nominations and 3) repost the position.

The next scheduled board meeting after the deadline is Tuesday, May 21. The District GM will discuss and receive direction from the Board President on the next steps. This is due to the potential of other applicants. Prior to that meeting, the District GM will notify the rest of the board on the process.

Fiscal Impact: N/A

Proposed Motion:

First- I move to updated (*as amended*) Policy 225 Board Vacancy Process.

Second- I nominate _____ to fill Position #5 and instruct the District GM to repost the position for another 15 days.

Reviewed by District Legal Counsel: Yes X No _____ Date: Various

Two Touch Rule: N/A Committee Review (WCIA Audit)
03/19/2024 First Board Meeting (Informational)

_____ To be determined **Second Board Meeting (Action)**

Action Taken: **Adopted** _____ **Rejected** _____ **Postponed** _____

Follow-up Needed: **Yes** _____ **No** _____ **Report back date:** _____

Notes:

Attachments:

- Proposed (UPDATED) Policy 225 Board Vacancy Process
- Draft of Proposed Vacancy Announcement with Nomination(s)

225 – Board Vacancy Process

(Version 3 for April 18 Special Meeting)

1.0 PURPOSE

To establish a process for the Des Moines Pool Metropolitan Park District Board of Commissioners to fill commissioner vacancies.

- pursuant to RCW 35.61.050, RCW 42.12.070 and Article 4.2 of the Des Moines Pool Metropolitan Park District Bylaws, the Board of Commissioners is responsible to fill vacancies within ninety days of the date the vacancy occurs.
- in order to facilitate an orderly and fair appointment process, the Board of Commissioner deems it appropriate to adopt procedures for filling vacancies for the board,

2.0 Process

1. The Board shall publish a preliminary notice of the vacancy in three public places within the District and on the District's website for at least 15 calendar days prior to the deadline for additional nominations to be submitted from District registered voters((RCW 42.12.080(1)).
 - a. The notice must state that a vacancy exists, will not identify any candidate(s) nominated under step 6 and must indicate that the Board will accept letters of intent (LOI) from District registered voters (RCW 42.12.080(1)).
2. The Board shall nominate at least one candidate from the applicants at an open public meeting (RCW 42.12.080(1)).
3. The Board shall publish a secondary notice of the vacancy in three public places within the District and on the District's website for at least 15 calendar days prior to the deadline for additional nominations to be submitted from District registered voters((RCW 42.12.080(1)).
 - a. The notice must state that a vacancy exists, must identify the candidate(s) nominated under step 6 and must indicate that the Board will accept additional nominations from District registered voters (RCW 42.12.080(1)).
4. The Board shall evaluate all nominees and appoint a new commissioner from the field of nominees within 90 days of the date the position became vacant at an open public meeting (RCW 42.12.080(1))

5. Interviews, if held, at any step in the process will be conducted in an open public meeting.
6. The Board may evaluate candidates in executive session pursuant to RCW 42.30.110(1)(h).
7. The Board shall make the decision to appoint a person to fill the vacancy in an open public meeting.
8. The appointed individual will take the oath of office as soon as possible after appointment.
9. The appointed individual shall complete open public meeting and open public records training within 90-days of the appointment.
10. Pursuant to RCW 42.12.070 (6) the person who is appointed shall serve until a qualified person is elected at the next election at which a member of the governing body normally would be elected (odd numbered years). The person elected shall take office immediately and serve the remainder of the unexpired term.

11. REFERENCES

101 District (Des Moines Pool M.P.D.) Bylaws, Article 4.2

RCW 35.61.050 Composition of Board – Election of Commissioners – Terms – Vacancies

RCW 42.12.010 Causes of Vacancies

RCW 42.12.070 (6) Filing Nonpartisan Vacancies

RCW Dispositions, Chapter 29A.24 Filing for Office

RCW 42.04.020 Eligibility to Hold Office

COMMISSIONER OPENING ANNOUNCEMENT
Recruitment, Interview Process and Replacement of Commissioner
April 19, 2024

Vacant Position on the Des Moines Pool Metropolitan Park District Board

EFFECTIVE IMMEDIATELY

April 19, 2024

CONTACT

Scott Deschenes, District General Manager

scott.deschenes@desmoinespool.org

(206) 429-3852

DES MOINES, WA -

The Des Moines Pool Metropolitan Park District is seeking applicants to fill a seat on its Board of Commissioners left vacant by the resignation of Gene Achziger for personal reasons.

The appointee would begin serving immediately after taking the Oath of Office until the 2025 General Election results are certified. If this appointee would like to serve the remainder of the term for Position 5, set to expire December 31, 2029, they must be elected by voters in November of 2025.

The Board of Commissioners issued a 15-day notice which ended on April 4th. Following this notice, Patrice Thorell was the only registered voter within the district who applied for the position. She was nominated at the board meeting held on April 18th. However, as per RCW 42.12.080, the board is required to keep the position open for another 15 days to allow for additional applicants with a nomination.

The salary for the position is \$161 stipend per day (an average of one to two meetings a month).

Applicants must be registered voters of the City of Des Moines (WA) and have a one-year continuous period of residence in the Des Moines Pool Metropolitan Park District (City of Des Moines) at the time of appointment. Please get in touch with our district office if a person has residency or eligibility questions.

To apply, please submit a letter of intent to the Mount Rainier Pool front desk (22722 19 Avenue S., Des Moines, WA) or email info@mtrainierpool.com.

All letters of intent should include:

- the applicant's residential address,

- date of birth and
- contact information.

The letter of intent information will be used by King County Elections to confirm eligibility.

The deadline for applications is Friday, May 4 at 5:00pm.

The five-member Board of Commissioners provides governance of the Mount Rainier Pool. The Board of Commissioners also adopts the district's budget, approves appropriations and contracts in the district's name, levies taxes, and sets aquatic programming for the community. Regular business meetings are held at 7 pm on the fourth Tuesday evening of every month, with special meetings or study sessions set on the availability of the Commissioners. Remote access is available for all regular meetings.

For more information contact Scott Deschenes, District General Manager at (206) 429-3852 or by emailing info@mtrainierpool.com. This press release is available on Mount Rainier Pool's website at www.mtrainierpool.com/about/governance.