



**DES MOINES POOL METROPOLITAN PARK DISTRICT  
22015 MARINE VIEW DRIVE SOUTH**

**Tuesday, August 16, 2016  
5:00 p.m.**

**SPECIAL MEETING MINUTES**

**CALL TO ORDER/ROLL CALL**

The meeting was called to order by President Overmyer at 5:00 p.m.

Present were President Overmyer, Commissioners Martinson, Dusenbury, and Kasnick. Also present were District General Manager Scott Deschenes and Assistant to the DGM, Linda Ray. Commissioner Kuehnoel was absent and excused.

**PLEDGE OF ALLEGIANCE** – Commissioner Kasnick led the flag salute

**ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS**

President Overmyer reported on correspondence from Commissioner Kuehnoel requesting Board members to submit feedback in preparation for the DGM's 6-month review.

**PUBLIC COMMENT** – None

**PRELIMINARY BUDGET DISCUSSION**

The DGM prepared a 10 question survey for the Board covering Contracts, Capital, Budget Policy, Information Technology, and Levy Amount.

Discussion ensued regarding the need for a Marketing Specialist as part of a new AMG contract.

Questions will be sent to the Board members for further review and discussion at the September 6<sup>th</sup> Regular Meeting.

**POLICY AND PROCEDURES**

The Assistant to the DGM, Linda Ray, reported on a plan to compile and produce by-laws, policies, and procedures from past material, using a template similar to that of the Wm. Shore Pool. Hoping to have a draft available for the Board by the September 6<sup>th</sup> Regular Meeting.

**CHANGEOVER TO NEW STAFF**

Discussion regarding what directives and projects the DGM should be presently involved. Moving towards eliminating the title of District Clerk in favor of Assistant to the District General Manager.

**CLOSURE PROJECTS UPDATE**

BLRB has delivered architectural renderings and a disc for Mt. Rainier Pool closure August 22<sup>nd</sup> through August 29, 2016. Commissioner Kasnick stated that closure notification is posted on locker room doors and will check if same is posted on front doors of the building.

AMG is replacing one multi-purpose dispenser in the women's locker room; DGM has approved purchase of 4 more units for stock as the product is difficult to obtain.

MacMiller completed testing on the drain pipe last week. A report from them is in forth-coming.

The DGM stated that an updated asset list should be done in the near future.

**PLUS, DELTA**

Commissioner Dusenbury is happy with the 10 questions presented by the DGM and looks forward to reviewing them to move the upcoming contracts along.

Commissioner Martinson commented on having a good team on board, is seeing positive progress, although feels overwhelmed with what the Board is taking on this summer.

Commissioner Kasnick commented on a "usership" increase at the pool and is looking forward to adding more parking space.

DGM Deschenes has offered the District sandwich board to AGM for use during event overflow parking.

President Overmyer is thankful for the return of summer weather!

**PARKING LOT – NEW!!**

Items that will be explored in future meetings:

- Further discussion on need for a Marketing Specialist
- Lines of communication between DGM, contractor, city, and school district

**UPCOMING MEETINGS**

- September 6, 2016, Regular Board Meeting, 5:00 pm, District Offices
- September 20, 2016, Work Session, 5:00 pm, District Offices
- October 4, 2016, Regular Board Meeting, 5:00 pm, District Offices

**ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 6:23 pm.

Respectfully submitted by the Assistant to the DGM, Linda Ray.

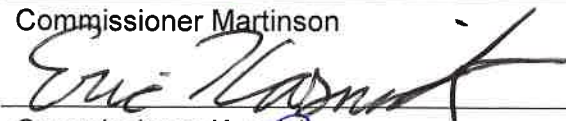
Des Moines Pool District Board of Commissioners



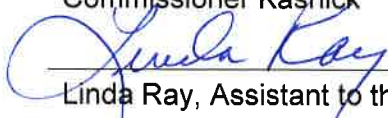
Commissioner Kuehnoel



Commissioner Martinson



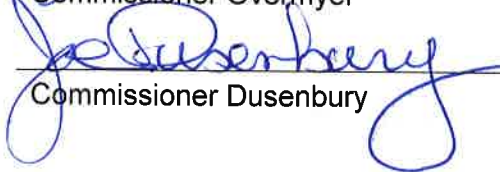
Commissioner Kasnick



Linda Ray, Assistant to the DGM



Commissioner Overmyer



Commissioner Dusenbury