



Des Moines Pool Metropolitan Park District
22015 Marine View Drive South

September 6, 2016
5:00 pm

REGULAR MEETING MINUTES

CALL TO ORDER/ROLL CALL

Clerk of the Board Kuelnoel called the meeting to order at 5:00 p.m. Present were Clerk of the Board Kuelnoel, Commissioners Dusenbury, Kasnick, and Martinson, DGM Deschenes, Assistant to the DGM Linda Ray, Scott Romano (City of Des Moines), and Ken Spencer (AGM).

Commissioner Overmyer was absent and excused. Commissioner Martinson moved to excuse, Commissioner Kasnick 2nd. Passed 4-0

PLEDGE OF ALLEGIANCE

Commissioner Kasnick led the flag salute.

ANNOUNCEMENTS -- None

PUBLIC COMMENT-- None

CONSENT AGENDA

a. STAFF REPORTS

Board Committees
District General Manager
Finance Consultant (TSN Financial)

b. ADOPTION OF MINUTES

August 2, 2016 Regular Monthly Meeting Minutes
August 16, 2016 Work Session Minutes

c. Correspondence – None

d. Voucher Approval

Commissioner Martinson moved to accept the Consent Agenda, Commissioner Dusenbury 2nd. No discussion. Passed 4-0.

POOL OPERATOR REPORT – Ken Spencer (AMG)

Ken reported on the pool closure during which repairs and maintenance were performed. Positive feedback from users on repairs. A new Assistant Manager was hired.

OLD BUSINESS

a. WEBSITE CONSULTANT SELECTION

Commissioner Dusenbury reported on RFP process involving interviews with four candidates for website consultant. BTown, based in Burien and owned by Chad Fisher was chosen. The company will provide a new design and will also host the site.

b. RISK MANAGEMENT AUDIT SELECTION PROCESS

DGM Deschenes reported that WCIA will subsidize the risk management audit for \$800. He is awaiting a call back from Starfish Aquatics before scheduling in October.

c. CUSTOMER SERVICE SURVEY RESULTS

DGM Deschenes received 13 out of 25 surveys from AGM with favorable feedback. One complaint was addressed by AGM regarding scheduling knowledge from the front desk staff at the pool. It is the desire of the Board to perform additional surveys in the future.

d. PROJECT MANAGER REPORT

Scott Romano reported that the project went well. Project is expected to come in on budget. Post project, he is awaiting parts for a drinking fountain, and a quote from MacDonald Miller addressing a leak in the men's restroom.

e. WORKPROJECT NUMBERS AND BUDGET FORECASTING

Commissioner Martinson produced a Project Status Log as a budget forecasting tool for repairs, maintenance, consulting, public works, and equipment needs between 2017 and 2021.

f. IT & AQUATIC FEASIBILITY STUDY RFP UPDATE

Wednesday, 9/7/16, is the deadline for submission of RFP material for the IT Consultant. The District GM also apprised the board of the Aquatic Feasibility Study with the hope to make a selection for the study to start early in 2017.

g. TEN QUESTION DEADLINE REMINDER

DGM Deschenes reminded the Board that feedback is due by 9/13/16 for discussion at the 9/20/16 work session.

NEW BUSINESS

a. DISTRICT BYLAWS

The Assistant to the DGM, Linda Ray reported on completion of draft bylaws for the District which are located in SharePoint for Board review. The Board will vote on adoption at the 10/4 regular monthly board meeting.

b. RESOURCE MANAGEMENT TRAINING

WCIA will pay for Resource Management Training for DGM Deschenes which is a week-long training session starting 3/24/17. Reimbursement from WCIA would be made after initial payment from the District is made, and staff has completed the course. Commissioner Martinson moved to pay for the DGM's attendance at the Resource Management Training session in 2017 from the 2016 budget. Commissioner Dusenbury 2nd. No discussion. Passed 4-0.

c. ESCO LIGHTING GRANT OPPORTUNITY

Commissioner Martinson reported on a grant from the Department of Commerce for a lighting upgrade to LED at the pool. This will include a review of the halogens now being used, and possible investment in portion of the upcoming roof repairs.

Commissioner Martinson moved to direct the Capital and Facilities Committees to research the Department of Commerce ESCO lighting grant. Commissioner Dusenbury 2nd. Passed 4-0.

EXECUTIVE SESSION

The Executive Session addressing the District General Manager’s 6-month review convened at 6:40 p.m. and adjourned at 6:55 p.m.

PLUS, DELTA

DGM Deschenes thanked Clerk of the Board Kuelnoel for stepping in to preside over the regular meeting in Commissioner Overmyer’s absence

Commissioner Dusenbury mentioned the success of the pool closure

Commissioner Martinson thanked Clerk of the Board Kuelnoel for following procedure during the DGM’s review process; thanks to the DGM that the District office looks organized again; and requested provision of a fire extinguisher for the District office.

UPCOMING MEETINGS

- September 20, 2016 Work Session, 5:00 p.m., District Office
- October 4, 2016 Regular Board Meeting, 5:00 p.m., District Office
- October 18, 2016 Work Session, 5:00 p.m., District Office

MEETING ADJOURNED @ 7:01PM

Respectfully submitted by Linda Ray, Assistant to the District General Manager

Des Moines Pool District Board of Commissioners



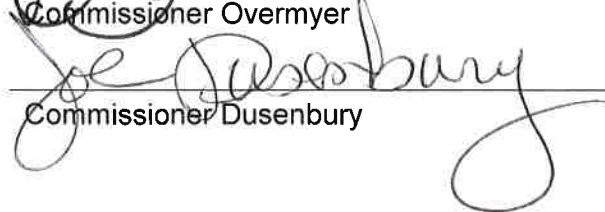
 Commissioner Kuehnoel



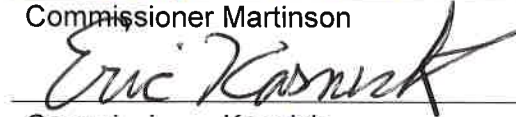
 Commissioner Overmyer



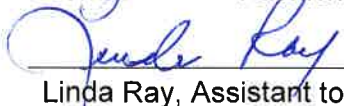
 Commissioner Martinson



 Commissioner Dusenbury



 Commissioner Kasnick



 Linda Ray, Assistant to the DGM