



Des Moines Pool Metropolitan Park District  
22015 Marine View Drive South

October 4, 2016  
5:00 pm

## REGULAR MEETING MINUTES

### CALL TO ORDER/ROLL CALL

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

Commissioner Kuelnoel was absent and excused. Commissioner Dusenbury moved to excuse, Commissioner Kasnick 2<sup>nd</sup>. Passed 4-0

### PLEDGE OF ALLEGIANCE

Commissioner Kasnick led the flag salute.

ADOPTION / MODIFICATION OF AGENDA – President Overmyer asked to move the Pool Operator Report and Pool Operator Position to the front of the agenda; and to add "8d. RETREAT"

**ANNOUNCEMENTS** -- None

**PUBLIC COMMENT**-- None

**CONSENT AGENDA** -- Commissioner Dusenbury moved to accept the Consent Agenda, Commissioner Martinson 2<sup>nd</sup>. No discussion. Passed 4-0.

#### 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 -- \$31,682.19

### OLD BUSINESS:

#### a. POOL OPERATOR REPORT – Ken Spencer (AMG)

Contractor Ken Spencer (AMG) reported on the 3<sup>RD</sup> Quarter (July – September). Numbers down as compared to Q1 and Q2 due to shut down for maintenance in August. Staff is picking up on new entry process. President asked DGM Deschenes to get numbers info from Normandy Park for comparison purposes.

Received survey info including feedback from users. Future surveys will be on new website and on Facebook

AMG developed a new schedule as previously requested.

**b. POOL OPERATOR POSITION** AMG's opportunity to voice concerns to Board. High importance on receiving clarity from Board Members and setting priorities. Ken feels he is receiving different information from each member. Voiced concern over the District's potential for losing levy money through rapid growth.

Based on comments presented, President Overmyer suggested all information from the Board be communicated to AMG by the DGM only.

Ken voiced no major issues with the existing contract.

When queried about the Marketing position and how AMG would address this issue in a potential RFP, Ken responded that he would appoint a designated staff member to oversee Marketing.

**c. ADOPTION OF BYLAWS** – Due to a number of changes and additions made by Brian Snure in his review of the Bylaws, motion to adopt has been moved to the 10/18 Work Session. Assistant to the DGM Linda Ray will forward to the Board Members a review copy of the changes.

**d. PROJECT MANAGER REPORT** – Contractor Scott Romano (City of Des Moines) summarized maintenance and repair on-going at the pool. Costs are coming in under budget. Lobby drinking fountain will be installed later this week. A new air handler will need to be considered if decision is to stay in the present location.

DGM Deschenes asked for a 2-week contingency to be added into the 2017 project timeline to prevent surprises to the school district should structural issues become evident. The DGM developed a potential timeline and presented it during the meeting. President Overmyer asked AMG for an impact statement/

**A recess was called by President Overmyer at 6:39 p.m., meeting resumed at 6:45 p.m.**

**NEW BUSINESS:**

**a. BUDGET** – DGM Deschenes discussed targeted maintenance for 2017-2019 which may possibly include more lifeguards and other information that comes out of the feasibility study. The goal is to keep the levy more constant. \$70K is taken every year and put into a capital reserve, but there is no basis for this figure. The intent was to create a capital reserve for the future.

**At 7:00 p.m. President Overmyer moved to extend the meeting 15 minutes, Commissioner Dusenbury 2<sup>nd</sup>, Passed 4-0.**

Discussion continued around District's purpose to provide a means for AMG's business. More discussion at Board retreat, along with marketing position. In future, AMG's reports will be discussed at a meeting separate from the Board meetings.

**b. LEVY AMOUNT DISCUSSION** – discuss at Work Session on 10/18.

**c. AQUATIC FEASIBILITY STUDY REVIEW** – Board asked to review prior to 10/11 and email feedback to DGM Deschenes.

**d. RETREAT** – Assistant to the DGM Linda Ray will determine possible dates in November in an email to the Board.

**INFORMATION ITEMS:**

President Overmyer and DGM Deschenes met with the Bellevue Parks Director  
Retreat on a Thursday or Saturday?

**PLUS, DELTA AND PARKING LOT ITEMS**

Commissioner Martinson – Parking Lot Items: reconcile 2016 budget, discussion on 15% of pool users from Kent, pool shut down schedule; he will not attend 11/4 Regular Meeting.

DGM Deschenes – Parking Lot Items: AMG, daily counts. Commented that a lot was learned from Ken’s explanation of numbers

President Overmyer – Parking Lot Items: visiting all pools, 15% users from Kent, YMCA, public outreach, discussion on AMG contract (Retreat). Delta to the Board and DGM on hard work.


**UPCOMING MEETINGS**

- October 18, 2016 Special Work Session, 5:00 p.m., District Office
- November 1, 2016 Budget and Levy Certification Public Hearing, 5:00 p.m., District Office
- November 2, 2016 Regular Board Meeting, 5:00 p.m. District Office

**MEETING ADJOURNED – 7:26 p.m.**

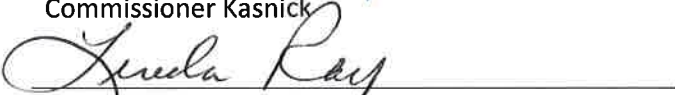
Respectfully submitted by Linda Ray, Assistant to the District General Manager


Des Moines Pool District Board of Commissioners

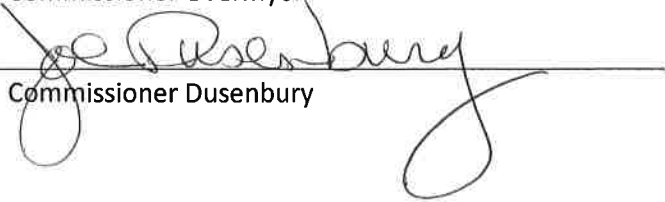
  
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Commissioner Kuehnoel

  
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Commissioner Martinson

  
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Commissioner Kasnick

  
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Linda Ray, Assistant to the DGM

  
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Commissioner Overmyer

  
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Commissioner Dusenbury