



Des Moines Pool Metropolitan Park District
22015 Marine View Drive South

January 17, 2016
5:00 pm

**MINUTES
REGULAR MEETING**

CALL TO ORDER/ROLL CALL

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

PLEDGE OF ALLEGIANCE -- Commissioner Kasnick led the flag salute.

2017 ELECTION OF OFFICERS –

Clerk of the Board Kuehnoel made a motion to nominate President Overmyer to continue as President of the Board for the 2017 calendar year; Commissioner Martinson 2nd the motion; Passed 4-0.

President Overmyer made a motion to nominate Clerk of the Board Kuehnoel to continue as Clerk of the Board for the 2017 calendar year; Commissioner Martinson 2nd the motion; Passed 4-0.

ADOPTION/MODIFICATION OF THE AGENDA –

Include in the agenda under “New Business”, introduction of item 9C – Senate Bill 5138

ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS -- None

PUBLIC COMMENTS -- None

CONSENT AGENDA –

a. Staff/Contractor Committee Reports

Committees	Pool Operator
District General Manager	Finance Consultant (TSN Financial)
District Clerk	Project Manager

b. Adoption of Minutes -- December 6, 2016

c. Correspondence – None

d. Voucher Approval -- \$121,594.02 processed in December 2016

Commissioner Kuehnoel made a motion to approve the Consent Agenda; Commissioner Dusenbury 2nd; Passed 5-0.

OLD BUSINESS

a. Policy and Procedures (200's Section)

District Clerk Linda Ray reviewed changes suggested at the Retreat on 01/07/2017 incorporated into the drafts of Section 200 for consideration by the Board. She also indicated that the procedure addressing the Capital Asset Policy (555) was reviewed by Toni Nelson (Financial Analyst) and those notes would be sent to the board members via email.

22015 Marine View Drive South, Suite 2B

Des Moines WA 98198

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 regular meeting room has limited access for wheelchairs and other mobility assistive devices. In order to accommodate individuals that require the use of such devices, please notify the District at least 48 hours in advance of the meeting to allow for relocation of the meeting, if necessary, to a more accessible location. Please contact Linda Ray, District Clerk, 206.429.3852 to make a request.

President Overmyer recommended tabling the IT Policy (270) until we have an up-to-date version from our IT provider, CMIT.

The Section 200 Policies and Procedures exclusive of 270- IT will be on the agenda for approval at the February 21, 2017 Regular Board Meeting.

b. Project Manager Update –

Contractor Scott Romano reported on 2017 pool closure updates. Changes include underwater lighting, repair failing brick on pool interior, anchors. Discussion ensued on concerns of anchor location. It was decided that the anchors already located in the gutters will continue to work.

Contractor Romano asked the project architect (BLRB) for options to replace or refurbish the floating bulkhead. The board asked for Contractor Romano to solicit BLRB for an updated cost estimate including bulkhead options of replacing or refurbishing. The information obtained will be reviewed at a special meeting.

Contractor Romano also reported on the new blower motor that needs warranty maintenance. Work is in process with our vendor from MacDonald Miller. Contractor Romano will provide a quote to District General Manager Deschenes.

We are under a standard contract with MacDonald Miller. They can offer an all-inclusive contract which enables needed equipment repairs as part of the regular maintenance schedule at a cost-savings. Commissioner Martinson suggested to use this discussion as 1st Touch and that further review should be done by the Facilities Committee.

Contractor Romano additionally reported that a minor brick repair is in process on the SE corner of the pool building. The repair is structural as opposed to cosmetic.

Commissioner Martinson thanked Contractor Ken Spencer for fixing the shower nozzle in the men's locker room.

c. Other Updates –

District General Manager Deschenes gave a brief update on the Aquatic Feasibility Study, the new Website, Informational Technology, and the Office Lease.

The interview with Hunden Associate Partners is scheduled for Thursday, 1/19/2017, beginning at 2:00pm. The Board should meet at the District office at 1:45. District General Manager Deschenes will lead a pool tour with the candidate.

The website launch is scheduled to go live after the AFS RFP candidate is chosen. We are currently waiting for information from our pool vendor so that our Website vendor, BTown, can upload to the new site. President Overmyer asked the District General Manager to proceed with the launch noting those areas that are still in progress.

District General Manager Deschenes reported he will meet with our IT vendor, CMIT, in the near future and asked the Board to report to him any outstanding issues present with their laptops.

The 2017 office lease with ZEN and Erez Toker, District office's landlord, is still in negotiation.

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NEW BUSINESS –

a. Budget Amendment

Toni Nelson (TSN Financial) is still working on 2016 year-end data. We are \$70K over budget at close of 2016 due to two large invoices from MacDonald Miller and BLRB satisfied in December. A 1st Touch announcement will follow up at the February regular meeting.

b. AMG EOY / 4TH QUARTER MEETING SCHEDULE CHANGE –

The meeting with our contractor from AMG has been rescheduled from February 7 to February 14 due to a scheduling conflict. President Overmyer asked the Board to forward input to the District General Manager prior to the meeting. DGM Deschenes will discuss rates and the schedule for 2017 among other subjects. Contractor Spencer will be asked to prepare a detailed impact statement regarding the upcoming closure for the Board to review.

A 5-MINUTE RECESS WAS CALLED AT 6:01 PM

Brian Snure, legal counsel, joined the meeting. A discussion among all present occurred regarding the impact on special districts of Senate Bill 5138. Brian suggested that a letter from the District be drafted to the State legislature by tomorrow morning (Wednesday, 1/18) addressing the “not to exceed” limit.

EXECUTIVE SESSION -- President Overmyer called an Executive Session

“The Board will be going into executive session pursuant to RCW 42.30.110(1)(i) to discuss with District legal counsel Litigation or legal risks of a proposed action or current practice that is likely to result in an adverse legal or financial consequence to the agency. The executive session will be for 15 minutes until 6:38 pm

The Executive Session was extended to 6:53 pm. At 6:54 pm the Executive Session moved into the Regular Board meeting.

Commissioner Dusenbury moved to extend the Regular Board Meeting for 5 minutes, Commissioner Kuehnoel 2nd; Passed 5-0.

INFORMATION ITEMS –

Commissioner Dusenbury – None

Commissioner Kuehnoel – Work on employee handbook in progress along with Linda’s employment agreement

Commissioner Martinson – Feasibility study interviews going well; asked to change time of February 14th meeting with AMG to 4:00 pm

Commissioner Kasnick – None

District General Manager Deschenes – Thanks to the Board for attending the AFS meeting and for the past year of employment

District Clerk Ray – None

President Overmyer – Attended WRPA session last week. Other pools have offered revenue expense reports to aid us with the feasibility study. Regarding pool theft, more pools are coming forward with information on similar events.

PLUS DELTA AND PARKING LOT ITEMS – None

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UPCOMING MEETINGS --

- January 19, 2017, Special Meeting, 2:00 p.m., District Offices.
- February 14, 2017, AMG Quarterly/EOY Report, 5:00 p.m., District Offices.
- February 21, 2017, Regular Board Meeting, 5:00 p.m., District Offices.

There being no further comments, the meeting was adjourned @7:23 pm

Respectfully submitted by Linda Ray, District Clerk

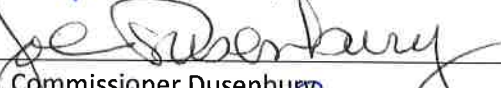
Des Moines Pool District Board of Commissioners

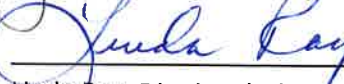

Commissioner Kuehnoel


Commissioner Martinson


Commissioner Kasnick


Commissioner Overmyer


Commissioner Dusenbury


Linda Ray, District Clerk

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