



**Des Moines Pool Metropolitan Park District
22015 Marine View Drive South**

June 20, 2017
3:30 p.m. Regular Meeting
District Office

**AMENDED
MINUTES**

CALL TO ORDER/ROLL CALL

President Overmyer called the meeting to order at 3:30 p.m. Present were Commissioners, Kuehnoel, Dusenbury, Kasnick, and Martinson, Brian Snure (Legal Counsel), Project Manager Scott Romano, DGM Deschenes, District Clerk Linda Ray, and Des Moines resident, Gene Achziger.

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

ADOPTION / MODIFICATION OF AGENDA

AIS_7f, Ballard King & Associates report, and AIS_7g, Contact for Programming, were added and moved to the front of the agenda after Public Comment.

ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS – None

PUBLIC COMMENT – None

7f. Contract for Programming

District General Manager Deschenes offered a presentation on a 14-week transition schedule with comparisons on current contract for programming and District self-programming. Emphasis on enhanced program and services. This includes staff training, equipment, software, and licenses. Limited temporary management from Ballard King is available.

District General Manager Deschenes stated that the District would end the year with approximate \$480K in the budget, plus grant money.

All programming provided by Ballard King is suggested and negotiable. .

A concern from the Board was voiced about BKA's limited assistance. District General Manager Deschenes stated that he would investigate other options with BKA to determine if there were other consultants available.

Another concern was offered regarding the timing of the transition with the aquatic feasibility study.

7g. Contract Management

President Overmyer gave a short intro stating that the District was currently in a contract extension with the pool contractor (AMG) until July 31, 2017.

Commissioner Kuehnoel moved for the District to move forward and operate the pool directly. Commissioner Dusenbury 2nd and stated that he reluctantly supported the pending motion and that he has concerns about money. The motion passed 4-0 with 1 abstention from Commissioner Kasnick.

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.

Brian Snure made a request of the Board for a motion directing District General Manager Deschenes to notify the contractor that we (District) would not be extending the contract beyond July 31st. Commissioner Martinson so moved; Commissioner Kuehnoel 2nd. The motion passed 4-0. Commissioner Kasnick recused himself from voting.

Project Manager Scott Romano asked the Board if the decision would change his interaction with AMG during the closure project. President Overmyer directed the Project Manager to continue to work with AMG until July 31st. After that time, he is directed to work with the District General Manager.

CONSENT AGENDA

Commissioner Kuehnoel moved to approve the Consent Agenda as presented. Commissioner Martinson 2nd. No discussion. Passed 5-0.

OLD BUSINESS

a. Project Manager/Closure Update

Project Manager Scott Romano reported that he had received the contracts for closure. District General Manager Deschenes has copies of the contracts. The Project Manager will send a copy back to the contractor after signed. He also reported that the project closure is proceeding on track. The contract for special inspector testing still needs to be awarded.

b. Policies and Procedures Approval

Commissioner Kuehnoel moved to approve policies and procedures 330, 415, 422, and 430 (or as amended); Commissioner Kasnick 2nd. Discussion regarding delegation of authority by the District General Manager, and review of financial policy by the District General Manager. These items are addressed in separate policies. Comment on criminal background investigations and allowance of temporary employment under direct supervision instead of "closely supervised". With no further discussion, Commissioner Martinson requested acceptance of the amendment to the motion made by Commissioner Kuehnoel and 2nd by Commissioner Kasnick deleting "closely supervised" and replacing the verbiage with "directly supervised". The motion was passed 5-0.

c. 2017 Financial Report

The final touch for the 2017 Financial Report prepared by TSN Financial for submission on May 31st was reintroduced for motion. Commissioner Martinson moved to approve the 2017 Financial Report with amendments; Commissioner Kasnick 2nd. Passed 5-0. District General Manager Deschenes will send an electronic copy of the report to the Board.

d. Resolution 2017-01

District General Manager explained the background on the need for Resolution 2017-01 for Social Security coverage for District employees now and in the future. This issue was introduced to the Board last year, but was never formalized by resolution.

Commissioner Kuehnoel moved to adopt Resolution 2017-01 confirming payment of Social Security coverage for Employees of the District; Commissioner Martinson 2nd. Passed 5-0.

e. Communication Services

President Overmyer gave an update on Liz Loomis Public Affairs. They have offered a first draft of a newsletter to constituents. The Board was directed to give feedback on the document to District General Manager Deschenes as soon as possible so as not to delay publication. The document will be printed by a 3rd party. Liz Loomis is asking the Board to consider re-branding the logo. District General Manager Deschenes spoke to Legal who advised that the District can maintain as the Des Moines Pool Metropolitan Park District as our legal title and dba Des Moines Metropolitan Park District for business and branding. The newsletter is scheduled for mailing by July 1st to every household in Des Moines on a semi-annual basis.

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Posters announcing the project closure at Mt. Rainier Pool are being printed for posting, as well as announcements on Facebook, Twitter, and the Waterland Blog. Alternative pool facility sites will be communicated to users.

BUSINESS CALENDAR

A reminder that a retreat is planned on 7/8 at the District offices. Subjects of discussion will touch on the closure and a transition plan.

COMMISSIONER REPORTS

District General Manager Deschenes reported that BRS was pleased with the sites that were chosen for the pool facility tour on June 13th, and that they were happy with the turnout at the public meeting. He will forward information to the Board as it is received.

President Overmyer reported that she visited the Firstenberg LEED (Gold) Center in Vancouver, WA last week and has documentation on what they offer. She stated that the Gig Harbor facility is top-notch; and Commissioner Martinson commented on the number of individuals coming into the facility while the group was on tour.

UPCOMING MEETINGS:

- July 8, 2017, Board Retreat, 9:00 a.m., District Offices
- July 18, 2017, Regular Board Meeting, 5:00 p.m., District Offices
- July 25, 2017, Special Meeting w/ BRS, 5:00 p.m., District Offices
- July 26, 2017, 2nd Public Meeting, Des Moines Yacht Club, 6:00 p.m.

ADJOURNMENT --

There being no further business, the Special Meeting was adjourned at 5:11 p.m.

Respectfully submitted by Linda Ray, District Clerk

Des Moines Pool District Board of Commissioners:

Commissioner Kuehnoel

Commissioner Overmyer

Commissioner Martinson

Commissioner Dusenbury

Commissioner Kasnick

Linda Ray, District Clerk

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