



Des Moines Pool Metropolitan Park District 22015 Marine View Drive South

August 25, 2017
3:00 p.m. Special Meeting
District Office

MINUTES

CALL TO ORDER/ROLL CALL

President Overmyer called the meeting to order at 3:00 p.m. Present were Commissioners Kuehnoel, Dusenbury, Kasnick, and Martinson; DGM Deschenes, District Clerk Linda Ray; and guest, Gene Achziger.

PLEDGE OF ALLEGIANCE – Commissioner Kasnick led the flag salute

ADOPTION OF /MODIFICATIONS TO AGENDA – None

ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS

District General Manager Deschenes reminded the Board members that Dominic Finazzo, the new Aquatics Manager, would be starting on Wednesday, August 30th and that he would be temporarily working from the District offices.

PUBLIC COMMENT -- None

BUSINESS

a. Bond Broker Agreement

District General Manager Deschenes reported that in a discussion with Legal counsel, he received three options for funding of a short-term loan or line of credit. Legal suggested a bond broker through D.A. Davidson. The Board opted to delegate the District General Manager as point of contact.

Commissioner Kuehnoel moved to direct the District General Manager to research a commercial loan with Brian Snure and the suggested banks. Commissioner Kasnick 2nd. Passed 5-0.

In addition, Commissioner Martinson moved to direct the Board President to sign the document that would allow the District General Manager to further discuss bond and financing options with Jeff Nelson of D.A. Davidson and Company. Commissioner Kuehnoel 2nd. A discussion ensued regarding the agent and principal relationship. DGM Deschenes made the suggestion that the Board consider contracting with a bond attorney. With no further discussion, the motion passed 4-1.

b. Closure Project

Commissioner Dusenbury reported on a meeting with Commissioner Martinson, District General Manager Deschenes, Project Manager Scott Romano, and Architect Doug Ducharme from BLRB. Highline School District has given the District support and has been advised on the project. Commissioner Dusenbury stated that the project is now potentially a \$2M project due to unforeseen issues that were uncovered in the process of demolition. There are possible ADA upgrades in the future of the facility as well as the eventuality of boiler and HVAC replacement/repair. Other risks such as ground settlement and plumbing may also need to be addressed. Highline School District has asked the District to identify possible issues and give a formal statement of position.

Highline School District suggests the District stop work on the project and re-bid with their help. Project Manager Romano feels the estimates received so far are fair and believes it is in the public's interest to continue the project with the additional change orders.

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.

Commissioner Kuehnoel stated that a work stoppage would mean finding new partners and that the District has an obligation to get the pool open for the citizens of the community; citing their desire to have an aquatic facility was re-affirmed in the Aquatic Feasibility Study as well as in the 2009 vote.

DGM Deschenes stated that BRS will give us more data as the study continues, and that the District may need to look at long term affects operationally 20 years into the future.

Commissioner Martinson proposed a follow up with BRS to inform them on what has been uncovered at the facility thus far as well as a discussion with Highline School District to discuss limits.

It was stated that Werlech cannot give the Board a firm estimate on future work until they have complete discovery. Other work continues in the meantime. Our contract with Werlech already states that we can stop the project any time due to additional cost.

Commissioner Dusenbury moved to increase the project's budget by \$600K, increasing the cost of the project to \$2M. Commissioner Kasnick 2nd. Passed 5-0

c. Budget Forecast

District General Manager Deschenes reported on the July Financial Report received from Financial Consultant, Toni Nelson. A copy is on file.

Commissioner Martinson presented a preliminary cash flow analysis chart. A discussion occurred on starting cash flow for July, as well as breakdown of Administrative and Operational costs for the remainder of 2017 and into 2018.

d. Aquatic Feasibility Study Alternate Site

District General Manager Deschenes reported that we now have two sites plus the existing pool facility site. Our contract states that we will have one site plus the current one. BRS is requesting a change order of \$8,000 for researching a 2nd site. The DGM feels this would be a good investment. Commissioner Dusenbury stated that the Steven J. Underwood Park site was purchased with a Department of Natural Resources (DNR) loan. We would need to meet specific architectural standards in keeping with the loan or we would have to re-pay. District General Manager Deschenes was asked to contact Dan Brewer to clarify the terms of the DNR loan.

President Overmyer moved to approve the change order contingent on the findings of the Steven J Underwood site available for a community center without zoning or title restrictions. Commissioner Kuehnoel 2nd. Passed 4-1

Commissioner Martinson asked to continue discussion on the alternate site and suggested that BRS add this information to their evaluation. It was suggested that a meeting with BRS via teleconference occur prior to the workshop on 9/13. District General Manager will send meeting dates and times to the Board for consideration.

e. AWC Benefits Trust

Commissioner Kuehnoel presented that Association of Washington Cities allows city and non-city entities to participate in insurance programs for employees. The process for application is 1) Sponsorship, 2) Resolution, 3) ILA. The District will target AWC's Benefit Trust Board Meeting on December 7 for submittal of our application.

At the September 19 meeting, the Board will need to approve moving forward on this. Each employee will have the opportunity to enroll and choose their own plans. Options include Kaiser Permanente and Regence.

Action Item: District General Manager Deschenes will contact the City and ask them to sponsor us for 4th Quarter approval.

f. Financial Analyst Position

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District General Manager Deschenes explained to the Board about the need for a bookkeeper who can manage the day to day business at the front desk of the pool; i.e. cash drawers, receipts, daily reports, and run payroll for employees. The DGM and Commissioner Kuehnoel met with Joyce Conner of Volt to discuss a contractor position for a period of 3 months to allow the District and the Board to determine what will be needed on a permanent basis.

A motion to proceed with this position will be presented at the September 19 meeting.

President Overmyer expressed concern about the resources for merging files being used by TSN Financial and King County Finance into a common database; and stated that the District will need to find out if an integrated system is possible.

COMMISSIONER REPORTS

President Overmyer reported that Franciscan Hospital has a therapy pool at the main campus, but it is only available with prescription. It is not open to the public. She has been invited to tour the facility and will report to the Board at the next meeting.

She also reminded the Board of the upcoming teleconference meeting with BRS to be determined.

UPCOMING MEETINGS –

- September 13, 2017, Workshop #4, 3:00 p.m., Des Moines Yacht Club
- September 13, 2017, Public Meeting #3, 6:30 p.m., Des Moines Yacht Club
- September 19, 2017, Regular Meeting, 5:00 p.m., District Offices

ADJOURNMENT


There being no further business, the Special Meeting was adjourned at 7:03 p.m.

Respectfully submitted by Linda Ray, District Clerk


Des Moines Pool District Board of Commissioners

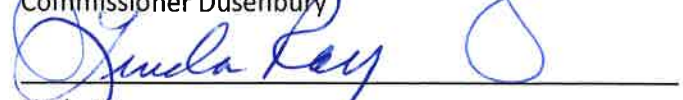

Commissioner Kuehnoel


Commissioner Martinson


Commissioner Kasnick


Commissioner Overmyer


Commissioner Dusenbury


Linda Ray, District Clerk

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