



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

October 17, 2017  
5:00 p.m. Regular Meeting  
District Office

**MINUTES**

**CALL TO ORDER/ROLL CALL**

President Overmyer called the meeting to order at 5:00 p.m. Present were Commissioners Kuehnoel, Dusenbury, Kasnick, and Martinson; DGM Deschenes, District Clerk Linda Ray; and Financial Analyst, Alex Mitich.

**PLEDGE OF ALLEGIANCE** – Commissioner Kasnick led the flag salute.

**ADOPTION OF /MODIFICATIONS TO AGENDA** -- None

**ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS** -- None

**PUBLIC COMMENT** – None

**CONSENT AGENDA**

Commissioner Kuehnoel moved to adopt the Consent Agenda including the vouchers processed in September 2017 totaling \$183,828.23. Commissioner Kasnick 2<sup>nd</sup>. No discussion. Motion passed 5-0.

**OLD BUSINESS**

**a. Project Update**

District General Manager Deschenes reported that Project Manager Scott Romano had nothing to report on the project. The DGM stated that the contractor was drilling holes for the rebar and that project pictures had been posted on the Waterland Blog.

**b. Funding Update**

District General Manager Deschenes reported that the Highline School District had been given a progress report on the project. The District will be making a presentation to King County Financial on October 25<sup>th</sup>. We are also working on application for a Youth Grant in the amount of \$300K for part of the funding. Commissioner Kuehnoel stated that the Board would like to see a draft of the presentation. District General Manager Deschenes walked through the presentation and stated that it was still a work in progress. The presentation outlines history of the organization and background on the project, including a re-open date to the public in February 2018. The estimated cost of completion is \$1.32M. \$764K has been already put into the project and we are seeking \$450K to complete.

Commissioner Martinson urged a monthly review of the costs against actuals to ensure accuracy.

Commissioner Dusenbury asked if all change orders were current and signed. District General Manager Deschenes stated that Change Order #3 should be received by Friday. The Board can expect this change order to be substantial and that it will include some unknowns like the voids under the floor.

Commissioner Kuehnoel inquired about the process of assessing the voids discovered under the pool and the possibility of others that might be discovered as the project progresses. Commissioner Martinson commented the hope is for the contractor to bring in a specialist to determine how extensive this issue might be.

**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.



Mr. Mitich inquired about the pool re-opening date, to which Commissioner Martinson responded that the current expected start date for the general public would be February 1<sup>st</sup>. Lifeguards will be trained by the 3<sup>rd</sup> week in January. If the pool can be made available earlier, it will benefit swim teams. By the end of November and into December, we will have a better idea of the re-opening.

Continuing with the presentation, District General Manager Deschenes continued with Addenda, Demographics which were taken from the Ballard King report, and Cash Flow Analysis info.

Commissioner Martinson reviewed for the Board the Task Schedule and explained the bridge loan being sought out from King County. He stated we will be able to pay back the loan within a year. The levy will be set at 41¢ for one year and then we will be able to pull back. He further explained that the District will not have the ability to maintain a 3-month reserve as in the past. In 2019, we would be able to reduce our levy to 34¢ and at the end of 2019, we would restore our reserve and get the levy back to 30¢. Commissioner Martinson feels we should ask the County for \$450K to stay conservative, but realistic.

## **NEW BUSINESS**

### **a. Resolution 2017-07**

Resolution 2017-07 was introduced to formalize the request for an interfund loan from King County. This will be presented to King County Finance along with a letter and application.

Commissioner Kasnick moved to adopt Resolution 2017-07 Requesting Interfund Loan from King County to pay back the loan by December 31, 2018. Commissioner Kuehnoel 2<sup>nd</sup>. Discussion: Commissioner Dusenbury asked for clarification on the amount of the funding request based on the outstanding Change Order #3. President Overmyer stated that it will be up to the contractor to come in on bid. With no further discussion, the motion passed 5-0.

### **b. Emergency Action Plan**

President Overmyer stated that the Aquatic Manager, Dominic Finazzo, prepared these EAPs. This is a 1<sup>st</sup> Touch review by the Board and will be adopted at the December meeting.

## **BUSINESS CALENDAR**

It was stated that the Business Calendar had not been included in the packet. The Special Meeting on October 26<sup>th</sup> would be added by the District Clerk and distributed to the Board in an email.

## **COMMISSIONER REPORTS**

Commissioner Kuehnoel reported her work with constituents.

Commissioner Dusenbury reported he had checked in with Patrice at Parks and Rec regarding the grant being offered for outdoor activities. She declined assistance stating that she is also applying for the grant.

Commissioner Martinson gave lauds to the Aquatic Manager stating he was impressed with his work on the EAPs and the MSDS binder for the pool.

President Overmyer thanked Commissioner Martinson for his work on the Gantt chart. She stated she would be attending Congressman Smith's workshop on grant writing for both federal and state grants, and will include speakers from non-profits, philanthropic organizations, United Way, and others. She will report back to the Board on the workshop.

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District General Manager Deschenes reminded the Board that he would be taking personal time off on Thursday, 10/19 to 10/23.

Financial Analyst Mitich reported that his meeting with Toni Nelson (TSN Financial) went well. He will meet with District Clerk Ray on Thursday to review invoicing and other accounts payable processes.

There was a discussion amongst the Board members on when or if a suspension of the project until a future date was necessary and when would be the appropriate time to give notice to the contractor if a suspension is necessary.

Commissioner Kuehnoel also reported to the Board that District General Manager Deschenes' contract will be ending at the end of December and the Board would need to discuss. This was considered a 1<sup>st</sup> Touch. She requested the Board members to submit draft questions for the District General Manager's review to her by 11/3. During the meeting on 11/7 the draft questions will be finalized. On 12/1 the questions would be in final form and sent out to the Board by 12/3. She called for a Special Meeting on 12/5 for review of the contract and stated that legal counsel would need to also review. Commissioner Kuehnoel will send an email to the Board restating her proposal.

**UPCOMING MEETINGS –**


- Thursday, October 26, 2017, Tentative Special Meeting, 3:00 p.m., District Offices
- Tuesday, November 7, 2017, Special Meeting, 5:00 p.m., District Offices
- Tuesday, November 21, 2017, Regular Meeting, 5:00 p.m., District Offices

**ADJOURNMENT**

There being no further business, the Special Meeting was adjourned at 6:05 p.m.


Respectfully submitted by Linda Ray, District Clerk

Des Moines Pool District Board of Commissioners

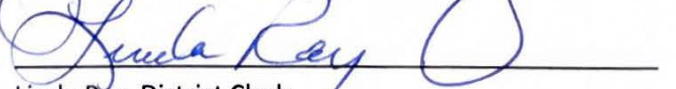
  
 Commissioner Kuehnoel

  
 Commissioner Overmyer

  
 Commissioner Martinson

  
 Commissioner Dusenbury

  
 Commissioner Kasnick

  
 Linda Ray, District Clerk