



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

March 20, 2018
5:00 p.m.
District Office

**MINUTES
REGULAR MEETING**

CALL TO ORDER/ROLL CALL

President Overmyer called the meeting to order at 5:00 p.m. Present were Commissioners, Dusenbury, Kasnick, Achziger, and Young; District General Manager Deschenes and District Clerk Linda Ray.

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

ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS -- None

PUBLIC COMMENT – None

CONSENT AGENDA

Commissioner Dusenbury moved to approve the Consent Agenda including the vouchers processed in February 2018 totaling \$124,868.75; Commissioner Achziger 2nd. No discussion. Passed 4-1. Commissioner Kasnick recused.

OLD BUSINESS

a. Project

District General Manager Deschenes reported that Change Order #7 was in process. He received a summary from Project Manager Romano and we are nearing the end of the project. The clerestory windows and roof repair will be done by the Highline School District. A pre-project meeting with HSD has been scheduled for tomorrow (Wednesday, 3/21). Although the District would prefer that work be done in August during the week-long closure, we will listen to what HSD presents. Also, to be done during the closure is the re-circulating pipe. Macdonald-Miller is working on options for short and long-term fixes of the heat exchanger. An order for the pump has been placed with Grundfos. Punch list items have been addressed except for gutter covers.

b. Conflict of Interest

District General Manager Deschenes spoke with legal counsel on the subject of Eric Kasnick's employment at Mt. Rainier Pool. Counsel provided a written memorandum detailing requirements and restrictions on a commissioner serving as a paid employee of the District. The memorandum is on file.

Commissioner Dusenbury moved to confirm that Eric Kasnick will be an employee of the District to receive no more than \$1,500.00 per month in wages and benefits. Commissioner Achziger 2nd. No further discussion. Passed 4-1. Commissioner Kasnick abstained.

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 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. 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, if necessary, to a more accessible location. Please contact Linda Ray, District Clerk, 206.429.3852 to make a request.

c. Goal Planning

President Overmyer stated that District General Manager Deschenes compiled goal information received from Board members. The Capitals and Facilities Committee will now use that information to work on the AFS master plan. The Committee members will report via presentation back to the Board at the retreat on April 7.

The Retreat on April 7 will be held at the Des Moines Club from 9:00 a.m. to 3:00 p.m. Snacks and lunch will be provided. President Overmyer requested that Aquatic Manager Dominic Finazzo and Aquatic Coordinator Kaitlyn Andrews also attend.

d. Aquatic Feasibility Study

President Overmyer re-stated that the Capitals and Facilities Committee will compile information regarding direction for operation of the pool.

e. Finance

District General Manager Deschenes reported that he and the District Clerk are working through reporting issues with VisionMS. He offered King County reports for cash flow analysis information. At the next meeting, line items and budget projections for the rest of 2018 will be available.

f. Transition Update

District General Manager Deschenes stated that he is meeting with representatives from Highline School District on Wednesday. The results of that meeting will confirm whether or not it will be possible to re-open on April 2. The present plan is to open for an hour in the morning, and a couple of hours in the evenings. This is all dependent on availability of lifeguard staff.

An orientation of new staff members was held at the pool on March 14th. Five team members were present. A lifeguarding class is also scheduled during spring break in order to attract more candidates. The Aquatic Manager is holding an Emergency Action training session for staff on Thursday. Shifts will begin next week.

Door security and alarms were installed by Bill's Locksmith. All doors at the facility were rekeyed. Number pads and key boxes were also installed. Signage warning of alarmed doors will be posted at all entries and exits. The new security system will provide an audit of individuals coming into the building.

The registration website is ready to go. The website will be launched after the meeting with HSD.

g. eCommerce Policy

District General Manager Deschenes stated that a policy is required to be put in place by our Payroll and HR vendor, Heartland. It has been reviewed and vetted by legal counsel. A copy of the policy is on file.

Commissioner Kasnick moved to approve eCommerce Policy number 280. Commissioner Achziger 2nd. No discussion. Passed 5-0.

h. Liabilities

District General Manager Deschenes will meet with Ken Spencer to receive membership lists. The District has settled with AMG on equipment costs and will provide a check to them in the amount of \$1,749.16.

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NEW BUSINESS

a. Swim Team Contracting

District General Manager Deschenes explained to the Board that in meeting with Tanya Crites at WCIA, she provided 3 options for contracting with swim teams. Ms. Crites and Brian Snure collaborated on a contract for use for signature by King Aquatics and Central Area Swim Teams. The storage unit on site at the pool facility is under discussion with King. The District may either purchase the unit or ask King to take it off-site. It was explained to the swim teams that Mt. Rainier Pool is exercising an increased level in standard of care and that lifeguards will be required to be on-site at all times during practices.

GENERAL DISCUSSION

President Overmyer, District General Manager Deschenes, and Commissioner Dusenbury will be at the pool for a 1:00 meeting with HSD on Wednesday. HSD’s plan is to do exterior roof work at present; interior work will affect pool operations and we would prefer this be done during the closure in August. While a scissor lift will be on-site, District General Manager Deschenes would like to use it for replacement of some of the lights.

President Overmyer stated that she will be out of town on personal business from Thursday, 3/22, through Sunday 3/25. She will be available by phone.

BUSINESS CALENDAR – No changes. The calendar is on file.

UPCOMING MEETINGS –

- April 7, 2018, Special Meeting (Retreat), 9:00 a.m., District Office
- April 17, 2018, Regular Meeting, 5:00 p.m. District Offices

ADJOURNMENT

There being no further business, the Special Meeting was adjourned at 5:59 p.m.

Respectfully submitted by Linda Ray, District Clerk

Des Moines Pool Metropolitan Park District Board of Commissioners

 _____ Commissioner Overmyer	 _____ Commissioner Dusenbury
 _____ Commissioner Kasnick	 _____ Commissioner Young
 _____ Commissioner Achziger	 _____ Linda Ray, District Clerk

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