



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

May 15, 2018
5:30 p.m.
District Office

**MINUTES
REGULAR MEETING**

CALL TO ORDER/ROLL CALL

President Overmyer called the meeting to order at 5:30 p.m. Present were Commissioners, Dusenbury, Kasnick, Achziger, and Young; District General Manager Deschenes, District Clerk Linda Ray, and Aquatic Manager Dominic Finazzo.

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 and electronic funds transfers processed in April 2018 totaling \$35,264.68; Commissioner Achziger 2nd.

Commissioner Achziger asked for a correction to the April 30th minutes changing "Highline Community College" to "Highline College". The change was noted and made by the District Clerk. The motion was passed 4-0. Commissioner Kasnick recused himself.

OLD BUSINESS

a. Aquatic Manager Report

Aquatic Manager Dominic Finazzo reported on 1st Quarter at the newly re-opened pool. He presented a lifeguard salary survey to the Board which had been previously sent via email to the members.

Commissioner Achziger inquired if the survey included Tukwila and it was answered that Tukwila was not included in the survey. The Board asked for salary information to be presented by the AM at a future meeting on Tukwila, Evergreen, Kent Meridian, the Federal Way Community Center, King County Aquatic Center and Auburn.

At the April 7th meeting the Aquatic Manager was asked to present rental rates for user groups to the Board. Mr. Finazzo stated that swim and dive team, and special interest groups will be charged the same as the rates being charged to the Central Area Aquatic Team while community-based events such as South County Fire & Rescue will be charged \$12.50 per hour per lane.

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

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Further, the AM reported the pool would be closed for 21 days in August. In order to retain the staff, he will offer lifeguard training sessions at another location or WSI and LGI classes.

Regarding staff, Mr. Finazzo reported that coverage was provided for Commissioner Kasnick who is a lifeguard at the pool while he was on L&I leave for an injury. The Aquatic Coordinator, Katie Andrews, completed an interview with another potential staff member that looks promising. A lifeguard class has been tentatively scheduled for June 4th. The class is predicated on attendees passing their pre-reqs prior to the class. Presently, classes are scheduled with a maximum of 10 individuals.

The Aquatic Coordinator is participating at a job fair on Wednesday, 5/16, at Highline College. This has proven to be a good market for lifeguard staffing with individuals who have flexibility to work morning and weekend hours. Two employees from Highline College were on-boarded in May and are proving to be valuable employees.

Mr. Finazzo attended a WRPA conference last week along with 10 other members from the aquatic industry. It was a good networking experience that offered sessions on staff recognitions, annual reviews, and staff training; as well as streamlining through technology, and scheduling software. The pool is currently contracted for a year to using "When To Work" which is a staff scheduling software with broadcasting and posting capability to users' mobile devices. He also attended a session on dealing with difficult customers.

Staffing is a priority at the present time and the AM and AC are still attempting to discover untapped talent for lifeguards and instructors.

Pool patrons are returning slowly and many are purchasing new memberships. Swim lessons will need to be pushed to the fall due to limited lifeguard staff.

Commissioner Achziger stated he had a message from an ex-Board Commissioner, Schell Ross, regarding pool classes and other issues. AM Finazzo indicated he had reached out to her to schedule a meeting.

b. Aquatic Feasibility Study

District General Manager Deschenes indicated he would report on the AFS in conjunction with Capital Planning shortly.

c. Swim Team Contract

District General Manager Deschenes reported on April 30th the Board held a Special Meeting to award a swim team contract. The contract was awarded to the Central Area Aquatic Team (CAAT). A contract was reviewed by legal and mailed out on May 2nd. The contract was returned by CAAT on May 8th for signature by the Board President. Resolution 2018-04 is attached to the packet and is available for signature by the Board Members. Scheduling of a start date as well as a schedule will be discussed.

Commissioner Kasnick moved to adopt Resolution 2018-04, Approving Facility Rental Use Agreement, authorizing the board President to sign the Swim Team Agreement with the Central Area Aquatics Team; Commissioner Achziger 2nd. Discussion: Commissioner Dusenbury inquired if staffing will delay the swim teams being able to use the facility. The Aquatics Manager answered that staffing should only delay lessons.

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With no further discussion, the motion was approved 5-0.

d. Capital Planning

District General Manager Deschenes indicated the need for a capital plan with regard to future operations of the pool. During the project closure, it was discovered that mechanical and electrical information was outdated. He suggests that in order to decide whether the District stays at the present location it is necessary to determine true cost information. MacDonald Miller, who is contracted for maintenance at the pool has been named to do a General Conditions Assessment.

Commissioner Dusenbury moved to authorize the Board President to sign the MacMiller General Conditions Contract not to exceed \$14,400 (includes 10% taxes and 10% contingency); Commissioner Achziger 2nd. Discussion: Commissioner Dusenbury stated the importance of this assessment, citing that the electrical system is in poor condition. Further, he feels the assessment should dovetail with capital plans from the school district since we will be renewing our contract with them again in 2020.

President Overmyer cited in previous conversations with the school district, they are awaiting to hear our future plans before developing their own.

The subject of the school district and District plans will be further discussed at the retreat in July.

e. 2017 Annual Financial Report

District General Manager Deschenes is still awaiting a draft report from Toni Nelson. He will forward the report to the Board for review as soon as he receives it.

f. 2017 SAO Report – for future discussion when the 2017 Annual Financial Report is received.

g. Roof Project

President Overmyer reviewed that last year the District coordinated with Highline School District in order to repair the pool roof. The roof project is now at 70% complete and is due to finish in approximately a week and a half. Three things were learned from the construction meeting.

1) There is a clogged vent pipe. The President asked the Aquatic Manager to look into whether or not this is a situation that can be remedied by pool staff. The AM will get back to the Board as soon as this is investigated.

2) The clerestory windows will be done during the closure in August,

3) The brick will be repaired at this time, as well.

We are awaiting word from the contractors to discover if the window and brick work can be done simultaneously. Windows need 5 days to complete while the brick may take up to 20 days.

The earliest the pool can be closed is July 30th. The closure will be for 4 weeks.

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Commissioner Achziger asked if the roof was torched down. President Overmyer explained the roof was restored and not replaced so no torching was needed. When the window is replaced, it will be epoxied in place to secure it. It is a process that Highline School District has approved. We will have more information from Lacey Glass by tomorrow.

NEW BUSINESS

a. Banners

Commissioner Achziger reported that the Outreach Committee is researching school banners to display on the peg boards at the pool. There are 18 schools and the available logos may not be in the correct format. The Commissioner will get back to President Overmyer in the next week with costs and options for hanging the banners.

b. Complaint from Pool Patron

President Overmyer received a complaint from an aerobics class patron regarding the temperature of the water at the pool. The website indicates the water is kept at 84 degrees. An employee of the pool placed a thermometer in the gutter in order to obtain temp readings and it ranged between 82 and 84. In the past the water was kept at 82 degrees and the patron was disappointed that the temperature situation was not addressed during the renovation project. It was explained to her that it was not part of the project. President Overmyer will report to the aerobics class that the water will be continually tested, and the temperature recorded.

The Aquatics Coordinator tests daily and the water stays in the 83-degree range. The lady's restroom is not as warm, however there are no doors that close off the restroom to the pool deck.

The range of 82 to 84 degrees will be messaged on all media being presently employed.

GENERAL DISCUSSION:

Commissioner Dusenbury stated that in speaking with his neighbors, people are looking forward to swim lessons being offered at the pool. Others are happy to be able to lap swim. He explained it will be a slow process, but people are anxious to come back to the facility.

Commissioner Achziger inquired about the pool being open to PTO pool nights; the Aquatic Manager answered it is a possibility.

President Overmyer stated the next retreat is scheduled for July 7th, but with the Independence Day holiday, the meeting is being moved to Tuesday, July 10th at 3:00 p.m.

BUSINESS CALENDAR – Not discussed

UPCOMING MEETINGS –

- June 19, 2018, Regular Meeting, 5:00 p.m., District Office
- July 10, 2018, Special "Retreat" Meeting, 3:00 p.m., District Office
- July 17, 2018, Regular Board Meeting, 5:00 p.m. District Office

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ADJOURNMENT

There being no further business, the Special Meeting was adjourned at 6:32 p.m.

Respectfully submitted by Linda Ray, District Clerk

Des Moines Pool Metropolitan Park District Board of Commissioners



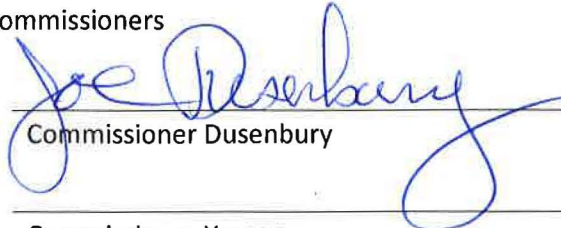
Commissioner Overmyer



Commissioner Kasnick



Commissioner Achziger



Commissioner Dusenbury

Commissioner Young



Linda Ray, District Clerk

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