



# Des Moines Pool Metropolitan Park District

January 14, 2020

5:00 p.m.

District Office

## MINUTES RETREAT MEETING

### CALL TO ORDER/ROLL CALL

The meeting was called to order at 5:00 p.m. by Clerk of the Board, Commissioner Dusenbury. Present were Commissioners Kasnick, Young, Achziger, and Croom; and District General Manager Deschenes.

Also in attendance was Des Moines resident, Martin Martinson.

District Clerk, Linda Ray was absent.

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

**ADOPTION/MODIFICATIONS OF AGENDA** – None

**ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS** – None

**PUBLIC COMMENT** – None

### BUSINESS

#### a. Board of Commissioners Elections

Commissioner Dusenbury opened the floor for nominations for Board President and Clerk of the Board.

Commissioner Dusenbury nominated Commissioner Young for President and Commissioner Young accepted. Commissioner Kasnick 2<sup>nd</sup>. With no discussion, the nomination passed 4-0 with one abstention.

Commissioner Young nominated Commissioner Croom for Clerk of the Board and Commissioner Croom accepted. Commissioner Young called all in favor and the nomination passed 4-0 with one abstention.

Resolutions for both positions will be presented and formalized by resolution at the 1/21/2020 meeting for signature by the Board along with a resolution for Authorized Signatures.

#### b. 2019 Review.

DGM Deschenes gave a presentation summarizing accomplishments in 2019. The presentation is on file. Included in his review were an increase in staff members from 5 team members to 55 with a full-time Manager and Coordinator. The pool operates at 96 hours a week. The staff includes four instructors presently and hiring continues to be a goal. He emphasized that there is a nation-wide shortage of lifeguards.

Silver & Fit and Silver Sneakers programs were installed, as well as water aerobics seven days a week. Swim lessons have been added with capacity participation.

**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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The District was granted an Interfund Loan in order to go forward with expenses incurred by a facility renovation project started in 2017 and was paid off in its entirety in 2019.

The levy was lowered to just over 22 cents. A percentage of budget report will be presented at the 1/21 meeting.

We have \$600 remaining fund after processing \$7500 in scholarships for swim lessons.

Commissioner Achziger inquired why the school banners that were hung previously at the pool facility had not been removed as per Board decision. DGM Deschenes will arrange to have them taken down. He also stated that PTSA's in the area had not responded to invitations for banner events which is the reason for creation of the banners.

**c. 2020 Upcoming Items**

DGM Deschenes presented a commentary on future goals which is on file. His presentation included negotiations on a new Highline School District lease agreement, end of life for the pool facility, grants for programming, and on-going retainage issues resulting from the pool renovation.

Commissioner Achziger encouraged open dialogue between Tukwila, Highline School District, and other area pools regarding next steps for the future of the Mt. Rainer Pool in order to possibly develop a single-unit solution for a new facility.

**d. Mission, Vision & Values**

It was decided at the 12/17/19 meeting to open a discussion on changes to the Mission statement. Commissioner Achziger's suggestion was to adopt USA Swimming language in place of the present statement. He states that USA Swimming embodies a more diverse aquatic environment which in turn will attract all groups of people in the community.

Commissioner Dusenbury observed that while regularly attending Mt Rainier Pool, there is already a large number of diverse groups represented both in staff members and users of the pool.

President Young asked the Board members to take some time to think about the Mission statement and review at a later time. He also requested Commissioner Achziger to draft a clear recommendation to share with the Board.

**e. Highline School District Lease**

DGM Deschenes stated that the lease with Highline School District was signed in 2012 and will expire in April 2022. An amendment was agreed upon on January 6, 2020 outlining obligations of the District and HSD with regard to schedule deadlines, use of the diving tank, use of the scoreboard and fees that will be associated for usage. Negotiations on a new contract should begin approximately 18 months prior to expiration of the old agreement.

**f. Staffing and Wages**

Commissioner Achziger introduced the subject of increased wages for District staff at a previous meeting and feels that offering a higher wage will not attract candidates for open positions. A new minimum wage rate of \$13.50 went into effect on 1/1/2020. He stated that the WRPA salary study is not an adequate comparison because it contains information from outside of our area.

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Commissioner Dusenbury suggested that a comprehensive pay plan should be drafted with steps and ranges that encompasses all levels of what is currently being paid to Mt. Rainier Pool staff.

DGM Deschenes added that we are educating young adults to be responsible for not only themselves but others as well. Our standards are higher as are our expectations of our staff members. We should be willing to pay a slightly higher wages in order to attract quality candidates.

President Young asked for the DGM to produce a comparison and make it available to the Board prior to the February 18 meeting.

**g. 2020 Rate Schedule**

DGM Deschenes presented a comparison spreadsheet of rates for area swim lessons which is on file. He stated that we are offering \$1 events and special after school effects at lower rates. We also offer scholarships for swim lessons to qualifying participants. Lessons are presently at capacity. Commissioner Dusenbury added that our rates are lower than area pools except for Federal Way.

President Young suggested adding this item to the agenda for next meeting for further discussion, as well as adding to the list for discussion with the local pools consortium.

**h. MRP Operations Report**

The Aquatic Manager will give his 2019 4<sup>th</sup> Quarter Report on the Mt. Rainier Pool at the February 18 meeting and as such DGM Deschenes has created a template to ensure comprehensive reporting. The Board has asked for comparisons with regard to membership and users on a month to month basis and in some cases since re-opening last year.

President Young would prefer to receive the report ahead of the reporting date so the Aquatic Manager can be prepared to answer Board member's questions at the actual meeting.

**i. 2020 Goal Setting Homework**

DGM Deschenes created a worksheet on which the Board members can report their top five goals for 2020. Goals should be sent to the DGM no later than Monday, 1/20. He will compile the information and have ready for the February 18 meeting. Goals will then be voted on at the March 17 meeting.

Commissioner Achziger asked if a report was available on mechanical issues that have caused facility downtime in the past year.

DGM answered that repairs in 2019 caused minimal downtime and that these are reported on by the Aquatic Manager during his quarterly reports. There will always be maintenance issues due to the age of the facility which may cause unplanned outages. It is during planned outages where larger undetected issues have been discovered that is the larger problem.

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**j. SAO Exit Interview**

DGM Deschenes stated that the District completed a State Audit on 1/14. The District was in full compliance with all areas of the audit. Two areas of improvement were noted: 1) Deposits of cash and checks received at the pool must be made on a 24-hour basis unless a waiver is submitted to King County Finance requesting a weekly deposit schedule; and 2) an updated asset management report needs to be created.

The Auditor's representatives will attend the January 21 meeting to finalize the audit with an exit interview. An invitation letter is forthcoming to the Board Members.

**k. 2020 Business Calendar and Meeting/Report Deadlines**

A 2020 Business Calendar was distributed to the Board Members. The DGM noted that retreat meeting schedules will be decided on as they occur. Meeting start times will also be finalized at the February 18 meeting.

The DGM asked if the Board Members would prefer to use their personal email addresses or the District email account. Before the February meeting he will research g-mail accounts as an option to using Outlook as the preferred method for receipt of District business emails.

**GENERAL DISCUSSION**

Commissioner Kasnick commented regarding Goal Setting that he is happy with how things are working out at the pool. Numbers are up in all areas.

Des Moines resident, Marty Martinson, invited all Board Members to use the pool. Several Commissioners commented on their regular use of the facility with one enrolled in the Silver & Fit program.

**ADJOURNMENT**


With no further business, the meeting was adjourned at 7:30 pm.

**UPCOMING MEETINGS –**

- January 21, 2020, Regular Meeting, 6:00 p.m., District Office
- February 18, 2020, Regular Meeting, 6:00 p.m., District Office

Respectfully submitted by Linda Ray, District Clerk

Des Moines Pool Metropolitan Park District Board of Commissioners

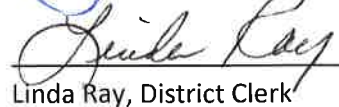
  
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Commissioner Young

  
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Commissioner Kasnick

  
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Commissioner Achziger

  
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Commissioner Dusenbury

  
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Commissioner Croom

  
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Linda Ray, District Clerk

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