



Des Moines Pool Metropolitan Park District

January 21, 2020
6:00 p.m.
District Office

MINUTES REGULAR MEETING

CALL TO ORDER/ROLL CALL

President Young called the meeting to order at 6:00 p.m. Present were Commissioners Kasnick, Dusenbury, and Achziger; District Clerk Ray and District General Manager Deschenes.

Commissioner Croom was absent.

PLEDGE OF ALLEGIANCE – Commissioner Kasnick led the flag salute.

ADOPTION/MODIFICATIONS OF AGENDA

In view of the State Auditors exit interview, District General Manager Deschenes suggested moving Item 8a ahead of the Announcements. President Young asked for Board motion to approve the modified agenda which passed 4-0.

8a. SAO Exit Interview

Washington State Auditors Sandeep Kaur and Evan Anglin reported on the audit of District records on 1/14/2020. The Audit concentrated on accountability for the time period January 2016 through December 2018. The areas of concentration were cash receipting, tracking and monitoring, assets, and fiscal responsibility. Based on the findings of on-site Auditor Kaur, the District was in full compliance with no matters of concern. She commented that DGM Deschenes and District Clerk Ray were very helpful. All documents requested were provided quickly.

The Audit report will be posted on our website as soon as it is finalized by the auditors.

Recommendations included in the report for management consideration were for deposit of funds within 24 hours or provision of a waiver which is in progress; and policy on small and attractive assets. This is also in progress.

The next State Audit is set for 2021 and will cover the timeline January 2019 through December 2020.

ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS

DGM Deschenes announced that concrete in the pipes in the men's restroom showers caused the mixing valve to fail producing luke-warm water. Our vendor, MacDonald Miller repaired the valve under warranty.

Sound Gutter did a bi-yearly cleaning but missed a gutter in the back causing the gutter to come away from the building. We are working with the vendor on repairs.

As a matter of point, DGM Deschenes stated there have been two instances of downtime at the pool for repairs in 2019 for a total of 10.5 hours.

There was a lock out issue with the boiler which MacDonald Miller repaired.

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 to a more accessible location. Please contact Linda Ray, District Clerk, 206 429 3852 to make a request.

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During the holiday break on a day posted as an open swim, the pool was shut down mistakenly. It was discovered by 2:00 p.m. but was too late for and the Aquatic Manager to re-open. Free passes were distributed to users and an apology was issued.

PUBLIC COMMENT – None

CONSENT AGENDA

Commissioner Dusenbury questioned the Budget Balance on the Revenue spreadsheet which was incorrect. The numbers will be amended, and an update sent to the Board Members. The DGM will report this during 4th Quarter financial report at the February 18th Regular Board Meeting.

Since Commissioner Dusenbury was acting Clerk of the Board during the month of December 2019, he was asked to make the motion to approve. As such he moved to approve the Consent Agenda including the vouchers and electronic transfer requests processed in December 2019 totaling \$71,020.47; Commissioner Kasnick 2nd. Passed 4-0.

OLD BUSINESS

a. Resolution 2020-01 Appointing Board Officers

At the meeting on January 14, the Board elected Commissioner Shane Young to serve as President of the Board, and Commissioner Tricia Croom to serve as Clerk of the Board for the year 2020. Resolution 2020-01 Appointing Board Officers was presented to solidify the election.

Commissioner Achziger moved to approve Resolution 2020-01 Appointing Board Officers to formalize the appointment of Shane Young to the office of President and Tricia Croom to the office of Clerk of the Board; Commissioner Kasnick 2nd. Passed 4-0.

b. Resolution 2020-02 Auditing Officers

King County requires the Board to adopt Resolution 2020-02 naming Auditing Officers for approval of warrant requests and other financial transactions, along with designation of a third officer for back up if required.

Commissioner Kasnick moved to approve Resolution 2020-02 authorizing, Tricia Croom, Clerk of the Board; Shane Young, Board President; and Commissioner Kasnick as auditing officers for the purpose of signing payment vouchers and electronic transfers. Commissioner Achziger 2nd. Passed 4-0.

c. Board Committees

President Young requested to move this item to a future meeting when all Commissioners are present. He stated that the subject of compensating Commissioners for meeting time on Board Committees will be discussed at the same future meeting. He then asked DGM Deschenes to research RCW's for a precedent.

At this time, Commissioner Kasnick volunteered to serve as representative for WCIA meetings. The requirement is attendance at two meetings annually for which he will be compensated.

d. HSD Lease Amendment

District General Manager Deschenes reported that an amendment to the existing agreement had been proposed to and signed by Highline School District outlining swim team usage, use of the scoreboard and associated equipment, expectations of both the swim team and the District, and fees associated with usage. A copy of the amendment is on file.

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The DGM is asking for approval to sign the amendment. Commissioner Kasnick moved to approve a motion for the District General Manager to sign the amendment made to the contract with Highline School District; Commissioner Dusenbury 2nd. Passed 4-0.

e. 2020 Rate Schedule

The issue of increased rates has been discussed at previous meetings. The Board has not been able to settle on a schedule for the increase and as such the DGM is requesting to delay an increase until 2021. Discussions will continue during future meetings as well as with other area pools to establish rates for next year.

NEW BUSINESS

b. Authorization to Waive 24-hour Deposits at MRP

Per Auditor Kaur's recommendation included in the report for management consideration was the option of a waiver for weekly deposits at the Mt. Rainier Pool instead of daily. It is often a hardship for management to deliver the deposits daily to the bank depository and so the option is to make a request to King County Finance in the form of a signed waiver to deposit funds weekly. In the interim, cash and checks are kept in a drop safe in the Aquatic Manager's office.

Commissioner Dusenbury made the motion to approve Authorization to Waiver 24-hour Deposits at Mount Rainier Pool; Commissioner Kasnick 2nd. Passed 4-0.

An amendment to Policy 535 – Cash and Deposit Management will be made for review by the Board before the February 18 meeting.

GENERAL DISCUSSION

DGM Deschenes reported that he had received goals from some Commissioners, but not all. He will wait until the February 18th meeting to address this. Also, at the February 18th meeting, the Aquatic Manager will make a report on the 4th Quarter of 2019.

ADJOURNMENT

With no further business, the meeting was adjourned at 7:01 pm.

UPCOMING MEETINGS –


- 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



Commissioner Young




Commissioner Dusenbury



Commissioner Kasnick



Commissioner Croom



Commissioner Achziger



Linda Ray, District Clerk

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