



# Des Moines Pool Metropolitan Park District

July 21, 2020

6:00 p.m.

Remote Online

## MINUTES REGULAR MEETING

### CALL TO ORDER/ROLL CALL

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

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

### ADOPTION/MODIFICATIONS OF AGENDA

President Young called for adoption of the agenda as it stands. Passed 5-0

### ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS

District Clerk Ray announced that minutes for meetings March through June would be provided to the Board members for signature via DocuSign.

### PUBLIC COMMENT

The public was asked to submit comments via email and no comments were received.

### CONSENT AGENDA

Commissioner Kasnick moved to approve the Consent Agenda including the vouchers and electronic transfer requests processed in June 2020 totaling \$54,234.52. Commissioner Croom 2<sup>nd</sup>. The motion passed 5-0.

### EXECUTIVE SESSION

The Board went into an Executive Session at 6:05 p.m. pursuant to RCW 42.30.110(1)(d) to review negotiations on the performance of a publicly bid contract. The Executive Session will be for 15 minutes until 6:20 p.m.

**The Regular Meeting reconvened at 6:15 p.m.**

### OLD BUSINESS

#### a. Closure Update

District General Manager Deschenes drafted an email that will announce the re-opening of the pool with information on lane restricted programming, and reservation requirement. By Thursday, guidelines for lap swimming and water walking will be published. There will be an FAQ section with our cleaning and safety information. Signage is being prepared for posting at the facility. Reservations will be made by phone to the Aquatic Coordinator, Lauryne Newman.

Re-grouting of the showers by the staff will be complete by end of week. Marty Martinson volunteered to re-finish the benches around the facility. A deep clean of the entire facility by an outside vendor will begin on Friday.

**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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Presently, in accordance with Governor Inslee's mandates, one person per lane is permitted at a distance of six feet for all households. This includes swim teams.

We are prepared to have this programming in place for the long haul in case restrictions last into 2021.

### **b. 2020 Financial Report for YE 2019**

District General Manager Deschenes submitted a draft of the 2020 Financial Report for YE 2019 to the Board for review and edits. Commissioner Achziger assisted with re-writes. This copy will be posted on the website as required by the SAO.

President Young called for a motion to approve the report. Commissioner Kasnick moved to approve the 2020 Financial Report for YE 2019; Commissioner Dusenbury 2<sup>nd</sup> the motion. Passed 5-0.

### **c. Policy 250 – Social Media/Imagery**

Commissioner Achziger provided additional language to Policy 250 that was introduced at the June 16<sup>th</sup> meeting, to include a waiver form for photography used by the pool in advertising. We are presently using stock photos.

President Young called for a motion to approve Policy 250. Commissioner Croom moved to approve Policy 250 – Social Media & Imagery; Commissioner Kasnick 2<sup>nd</sup>. Passed 5-0

### **d. Mission, Vision, Values**

Commissioner Achziger introduced an updated Mission, Vision, and Values statement to the Board in February, it was reintroduced at the June Board meeting and discussed at the retreat on July 14.

President Young called for a motion to approve. Commissioner Achziger moved to approve the updated Mission, Vision, and Values to replace the existing Mission, Vision, and Values. Commissioner Croom 2<sup>nd</sup>. Passed 4-1.

### **e. Resolution 2020-05 – Board Meeting Time Change**

At the July 14 retreat, President Young requested a new time for the Board meetings, to start at 7:00 p.m. instead of 6:00. As such, District General Manager Deschenes drafted Resolution 2020-05 solidifying this change.

Commissioner Kasnick moved to change Regular Board Meetings of the Des Moines Pool Metropolitan Park District from 6:00 p.m. to 7:00 p.m. effective August 18, 2020. Commissioner Dusenbury 2<sup>nd</sup>. Passed 5-0

## **NEW BUSINESS**

### **a. 2021 Budget**

District General Manager Deschenes requested a delay in discussing the 2021 budget for now due to the uncertainty of the effects of COVID-19 on expenditures and revenue. We will have more information after we re-open in August. The WIAA will make a decision for Girls' Swim and Dive Teams about their season in September, and whether they plan on having a high school swim season at all.

The DGM feels the District should be conservative in budgeting for next year. If we end up closing down again due to a resurgence of COVID in the fall, it may give an opportunity to discuss replacement of the domestic hot water and other large capital projects.

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MRSC is suggesting that budget public hearings may need to be held virtually this year.

### **b. COVID-19 Financial Update**

District General Manager Deschenes gave a presentation addressing the impact of COVID-19 on District expenditures and revenues. The presentation is on file .

Revenues are 25% of what was reported last year at this time; however, we have a substantial balance in the bank. Normandy Park has not been invoiced for their annual fee this year. We are lower on revenue from property taxes, and over-the-counter revenue but are also lower on expenses.

We will re-introduce programs from August through October and will end the year in a good position. If we do not use the allocated \$100K on repairs, we will transfer funds to Capitals.

Staffing costs are down, however, unemployment taxes have gone up dramatically with Workmen's Comp claims.

Commissioner Dusenbury asked if BLRB architects ever submitted an invoice for the renovation project. DGM Deschenes answered we have never been billed for their charges.

### **c. Board Committees**

President Young queried the Board members for their interest in participation on committees for Capital & Contracts, Public Outreach, and Finance. The Commissioners volunteered as follows:

Commissioner Achziger – Public Outreach and Capital & Contracts

Commissioner Dusenbury – Capital & Contracts, and Finance

Commissioner Young – Finance and Public Outreach

### **GENERAL DISCUSSION**

Commissioner Croom announced her departure from the Board at the end of August or beginning of September due to her family's relocation to Texas.

### **ADJOURNMENT**

With no further business, the meeting was adjourned at 6:51 pm.

### **UPCOMING MEETINGS**

- August 18, 2020, Special Meeting, 7:00 p.m., (Location TBD)

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**Des Moines Pool Metropolitan Park District  
Meeting Minutes – 07/21/2020**

Respectfully submitted by Linda Ray, District Clerk.

Des Moines Pool Metropolitan Park District Board of Commissioners

DocuSigned by:  
*Shane Young*  
Commissioner Young

DocuSigned by:  
*Joe Dusenbury*  
Commissioner Dusenbury

DocuSigned by:  
*Eric Kasnick*  
Commissioner Kasnick

Commissioner Croom

DocuSigned by:  
*Gene Achziger*  
Commissioner Achziger

DocuSigned by:  
*Linda Ray*  
Linda Ray, District Clerk

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