



Des Moines Pool Metropolitan Park District

October 20, 2020

7:00 p.m.

Remote Online

MINUTES REGULAR MEETING

CALL TO ORDER/ROLL CALL

President Young called the meeting to order at 7:00 p.m. Present were Commissioners Dusenbury, Kasnick, and Achziger; Aquatic Coordinator Lauryne Newman, District General Manager Deschenes and District Clerk Linda Ray. Also in attendance was Shane Stender, an applicant for open Position 4 on the Board of Commissioners.

PLEDGE OF ALLEGIANCE – Commissioner Dusenbury led the flag salute.

ADOPTION/MODIFICATIONS OF AGENDA

President Young called for adoption of the agenda as it stands. Passed 4-0

ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS -- None

PUBLIC COMMENT

Mr. Stender thanked the Board for the opportunity to attend.

CONSENT AGENDA

Commissioner Kasnick moved to approve the Consent Agenda including the vouchers and electronic transfer requests processed in September 2020 totaling \$72,229.95. Commissioner Dusenbury 2nd. The motion passed 4-0.

EXECUTIVE SESSION

Commissioner Dusenbury moved to call an Executive Session 7:07 p.m. pursuant to RCW 42.30.110(1)(d) to review negotiations on the performance of a bid contract and RCW 42.30.110(1)(i) to meet with legal counsel to discuss potential litigation. The Executive Session will be for 15 minutes until 7:24 p.m. Passed 4-0.

Mr. Stender and Aquatic Coordinator Newman were asked to leave the meeting.

The Regular Board Meeting reconvened at 7:24 p.m. Mr. Stender and Aquatic Coordinator Newman rejoined the meeting.

President Young called for a motion. Commissioner Dusenbury moved that the Board authorizes the DGM to pay the contractor the remaining balance. Commissioner Kasnick 2nd the motion. Passed 4-0.

OLD BUSINESS

a. Re-opening Update

District Manager Deschenes presented an update since the pool re-opened on 9/21 after completion of the caulking defect repair. The presentation is on file which included the defect repair, October schedules, COVID youth sports guidance updates from Governor Inslee, a meeting with the Highline School District, future events, and current projects at the pool.

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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There was discussion surrounding the new capacity numbers which is a maximum of 50 users in the facility at one time. This does not include staff.

At a meeting with the Highline School District, a tentative start for girls' and boys' swim teams season will begin on December 27th and go through Spring of 2021. WIAA guidance on social distancing will be followed along with virtual meets. The DGM and the Aquatic Manager will meet with HSD again in November.

Aquatic Coordinator Lauryne Newman reported she had a meeting with the Bainbridge Island Swim Lesson Coordinator. They teach lessons from the deck with a maximum of 3 kids per class at premium rates. Lower level classes have a parent in the water. Instructors provide written information each week to the parents/guardians on the upcoming lesson plan. Their program has had good reviews both from staff and users.

The DGM reported that open pools in the area include Evergreen, Tukwila, Federal Way, Covington, and Fife. Pools remaining closed due to COVID are all Seattle pools (10), KCAC, Tacoma Metro Parks (5), Auburn, Hazen, and Lindberg pools.

Other projects occurring at present at the facility are replacement of gutters and installation of gates at the entrance.

b. Process for Filling Vacancy

At the October Board Meeting the DGM was asked to revise the process for filling a Board vacancy. As such, a 3-step process must occur. First, rescinding Resolution 2020-06, Process of Filling Board Vacancy and replacing it with an updated Resolution, 2020-10. Second, adoption of Policy 225, which is a simplified process; and third, review of the applicant, Shane Stender, for Position 4 on the Board.

Shane Stender addressed the Board with his resume. This information is on file.

Commissioner Kasnick moved to rescind Resolution 2020-06 and replace it with Resolution 2020-10 Process for Filling Board Vacancies; Commissioner Dusenbury 2nd, Passed 4-0.

Commissioner Kasnick moved to adopt Policy 225, the Board Vacancy Process; Commissioner Achziger 2nd. Passed 4-0.

Commissioner Kasnick moved to appoint Shane Stender to Board Position #4 until the next board general election in November 2021; Commissioner Dusenbury 2nd. Passed 4-0.

Shane Stender was invited to attend the Regular Board Meeting.

c. Resolution 2020-08, Acknowledging Racism within public pools

The DGM reported he did not have an update on this item and asked to postpone it until the next regular meeting.

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NEW BUSINESS

a. Normandy Park Fee

The District invoices the City of Normandy Park for \$25K annually as part of an established agreement for their resident's unlimited usage of the Mt. Rainier Pool at resident discount rate. Because the pool was shut down due to COVID for six months, the DGM asked the Board for direction on how to invoice them for 2020. The Board suggested discussing payment of the fee with Normandy Park and take their comments into consideration before a decision is made.

President Young directed District General Manager Deschenes to meet with a decision maker at Normandy Park and to report back to the Board with his findings.

b. Salary Schedule

DGM Deschenes offered a presentation on Salaries and Benefits. The presentation is on file.

The WRPA did not publish a salary survey this year, so the DGM researched the information found in the presentation on his own.

Minimum wage increased in 2020 to \$13.50 and the District did not give salary increases to the staff. Only a Cost of Living raise was given. In his research, the DGM found that many of the area pools did give hourly increases.

The DGM is suggesting Lifeguard and Water Safety Instructor salary increases as outlined in the presentation. He has also recommending the addition of an Assistant Aquatic Coordinator in 2021 to cover the additional open hours, services, and staffing which has increased from 33 in 2019 to 55 in 2020.

He discussed from where we recruit full and part-time talent and what positions are the most competitive with regard to pay at other local facilities. MRP has an advantage in the ability to train individuals onsite into lifeguard and instructor positions.

The AWC Salary and Benefits Survey was published this year and is the most comprehensive guide for public employees in the state.

Des Moines salaries are on the state scale level. Although King County is generally higher than in most other places in the state, South King is lower than average for the County.

The DGM included in the budget for 2021 a 4% Cost of Living raise, but not merit increases.

Commissioner Achziger voiced concern over building a quality staff based on experience instead of higher pay.

President Young would like to digest the information presented and discuss at an upcoming retreat or regular meeting.

DGM Deschenes encouraged the Board to read Policy 455 – Salary Plan Administration that was attached to the presentation in the packet.

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c. Capital Improvement Plan

This item was tabled for discussion at the retreat meeting.

d. 2021 Budget

The DGM gave a presentation on the 2021 budget which is on file.

He outlined some of the realities of 2021 with regard to the continuing uncertainties of COVID-19 District hopes to continue to grow and to bring best practices and services to the community. We also hope to improve on the technology that is outdated and needs replacement in the coming year. The District plans on RFQ's for IT and website support.

We are positioned to end the year with approximately \$875K, with an additional \$290K Capital. These figures are inclusive of payment of the retainage owed to Werlech Construction, and what is owed to BLRB Architects.

The estimated levy will come in at \$.216, which is lower than in the last four years.

The DGM will send the board the worksheet from King County on levy numbers and our maximum rates.

e. Overpayment Agreement

At the end of 2019 it was discovered that the 16% subsidy for medical benefits was being paid both to the Aquatic Manager and to the AWC Employee Trust which resulted in an overpayment. The Aquatic Manager has agreed to repay what is owed. No motion is needed in order to put the agreement in place.

f. Resolution 2020-11

The Finance Committee met and approved an emergency repair to the pool's gutters. As such, Resolution 2020-11 enables the DGM to use a vendor without a bidding process.

Commissioner Dusenbury moved to approve Resolution 2020-11, Declaration of Emergency, Waiver of Emergency Bidding to complete the rear gutter project of Mount Rainier Pool. Commissioner Kasnick 2nd. Passed 5-0

GENERAL DISCUSSION

President Young queried the Commissioners about their availability for a retreat meeting to discuss the Capital Improvement Program, Salary Schedule, and the 2021 Budget. November 10th was decided upon.

ADJOURNMENT

With no further business, the meeting was adjourned at 9:00 pm.

UPCOMING MEETINGS

- November 10, 2020, Retreat Meeting, 7:00 p.m. (Location TBD)
- November 17, 2020, Regular Meeting, 7:00 p.m. (Location TBD)

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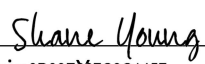
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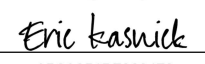
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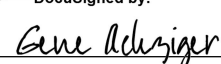
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Respectfully submitted by Linda Ray, District Clerk.

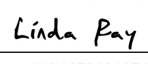
Des Moines Pool Metropolitan Park District Board of Commissioners

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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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Linda Ray, District Clerk

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