



Des Moines Pool Metropolitan Park District

December 15, 2020

7:00 p.m.

Remote Online

MINUTES REGULAR MEETING

CALL TO ORDER/ROLL CALL

Commissioner and Clerk of the Board Dusenbury called the meeting to order at 7:00 p.m. Present were President Young, Commissioners, Kasnick, Stender, and Achziger; District General Manager Deschenes and District Clerk Linda Ray.

PLEDGE OF ALLEGIANCE – Commissioner Kasnick led the flag salute.

ADOPTION/MODIFICATIONS OF AGENDA -- None

ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS

District General Manager Deschenes stated he had asked BLRB to supply a detailed billing statement of the balance charges. BLRB indicated they need more time to produce this. This will be on the January 2021 regular meeting agenda.

PUBLIC COMMENT – No comments were received, and no one phoned into the meeting.

CONSENT AGENDA

Commissioner Kasnick moved to approve the Consent Agenda including the vouchers and electronic transfer requests processed in November 2020 totaling \$114,208.56. Commissioner Achziger 2nd. The motion passed 5-0.

OLD BUSINESS

a. Resolution 2020-08, Acknowledging Racism

Commissioner Achziger would like time to contact key staff members from Highline College and so this item will be addressed in the first quarter of 2021.

b. Resolution 2020-15, Capital Reserve Transfer

In 2019, the District allocated \$175K to the Capital Reserve Fund. For 2020, the contribution will represent the estimated balance of Maintenance Services of \$47,500 plus an additional \$75K for a total of \$122,500. This will bring the Capital Reserve Fund total to \$297,500.

With no discussion, Commissioner Kasnick moved to approve Resolution 2020-15 transferring \$122,500 from the General Fund to the Capital Reserve Fund. Commissioner Stender 2nd. Passed 5-0.

c. Re-opening Update

The DGM reported a schedule change which includes evening hours on Mondays, Wednesdays, and Fridays; and on Saturdays from 11am to 1:15pm. Additionally, Silver Sneakers will now cover specific water exercise classes. The capacity for these classes has been increased to eight individuals per class.

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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SMAC is expected to begin swim team practice as of December 20th. Details are included in the DGM's presentation which is on file. SMAC requested more team practice time, however lanes are to capacity currently with public swimmers.

Commissioner Stender asked if there would be an opportunity to open at 7am on Saturdays for swim team practice but due to COVID the staff struggles to cover additional hours at this time.

The potential schedule for 2021 will include socially distant swim lessons that will be similar to current parent/child swim lessons for lower levels, in February. Re-introduction of other programming is on hold. King County has stated we need to be under 5% before moving to phase 3. Currently there is failure on all four metrics and the state could go back into lockdown.

A "no-show" policy was drafted for pool users who are missing more than two appointments. Participants will receive a courtesy call after the first miss, to inform them that upon the second miss, they will be charged a fee. No-shows are at 4% over the last couple of weeks. Non-members will pay ahead to reserve their time.

d. Levy and Budget Certification Follow-up

The DGM reported that originally the budget level was at \$4.6 million and it increased to \$4.8 million which lowered the levy rate to \$.2094. This is the second lowest levy rate for the District and lowest since 2011. No motion is necessary. This is informational only.

NEW BUSINESS

a. Engineer of Record RFQ

The DGM stated that the AIS says Architect of Record and it should be Engineer of Record to provide analysis, bidding, and project design and management. BLRB did a facility study for us in 2014 and were the only MRSC responder in 2015 when we setup the closure project for 2017-2018. We are going to reanalyze the process of selection this time around. Legal counsel, Brian Snure, stated that we do not need to go through a bidding process. He recommended we can utilize MRSC Rosters, of which we are members, to choose a suitable professional. Vetting has already been done on vendors that are members of the roster.

The Capitals and Contracts Committee will decide on the scope and interview process as well as a list of potential vendors. This would be brought back to the Board for approval.

The District will update Policy #520 – Procurement Policy to reflect the new process.

No motion is necessary at this time.

b. Highline School District Lease

The District General Manager provided all copies of leases, amendments, and attachments with HSD to the board in the packet for their review. The lease was originally signed in 2012 and is for 10 years. A new lease must be signed 365 days before the current lease expires in April 2022.

The DGM proposes three options: renew the lease as it is for another 10 years, extend the contract for a short term to get past COVID, or before April 30, 2021, or negotiate a new lease.

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The process has been vetted by our legal counsel. The DGM suggests working with the Capitals and Contracts Committee to come back with an option to the board.

The DGM will contact Scott Logan at HSD to begin talks on the lease. We provide HSD lane time at no cost to offset rent on the property.

Board members were asked to review the lease for discussion at a retreat date to be determined in January.

A question was asked about moving the bulkhead to accommodate swim team practice. The DGM stated that the process is cumbersome and will cut into current programming due to the time it takes to move the it. There is also a possibility of damage to the tile.

c. January 2021 Retreat

January 5, 2021 at 7:00 p.m. was decided upon for the first retreat of the new year. The meeting will be remote due to COVID and the agenda will include the HSD lease, Board officers, Board committees and By-laws; and staffing levels.

ADJOURNMENT

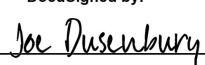
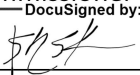
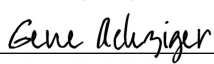
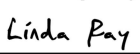
With no further business, the meeting was adjourned at 8:21 pm.

UPCOMING MEETINGS

- 2021 Meetings TBA

Respectfully submitted by Linda Ray, District Clerk.

Des Moines Pool Metropolitan Park District Board of Commissioners

_____ Commissioner Young	DocuSigned by:  _____ Commissioner Dusenbury
_____ Commissioner Kasnick	DocuSigned by:  _____ Commissioner Stender
DocuSigned by:  _____ Commissioner Achziger	DocuSigned by:  _____ Linda Ray, District Clerk

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