



# Des Moines Pool Metropolitan Park District

February 16, 2021  
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, District General Manager Deschenes, District Clerk Linda Ray, Aquatics Manager Finazzo, and Aquatics Coordinator Newman. Commissioner Stender was absent and excused.

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

### ADOPTION/MODIFICATIONS OF AGENDA

District General Manager Deschenes stated that there would be no Executive Session. Also, the DGM requested that items 8b and 8c be moved to the front of the agenda. The changes were adopted unanimously.

**ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS** -- None

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

### CONSENT AGENDA

Commissioner Achziger moved to approve the Consent Agenda including the vouchers and electronic transfer requests processed in December 2020 totaling \$100,202.28. Commissioner Dusenbury 2<sup>nd</sup>. The motion passed 4-0.

**EXECUTIVE SESSION** -- Cancelled

### OLD BUSINESS

#### a. Aquatics Manager Q4 Report

Aquatics Manager Finazzo presented the 4<sup>th</sup> Quarter 2020 Report for the Mt. Rainier Pool. His complete report and his presentation are on file.

The report covered delayed programming, an upward trend in general attendance, pool maintenance, and current projects completed between September and December of 2020.

Lap swimming numbers are strong. There are many slots open for water walking, but not many takers. Revenue was down considerably during the 4<sup>th</sup> Quarter due to a maintenance closure in September and COVID-19.

Commissioner Dusenbury asked if we (MRP) were eligible for federal or local Payroll Protection Programs (PPP). The DGM responded that he would research it.

**22015 Marine View Drive South, Suite 2B, Des Moines WA 98198 (Physical Location)**

**22722 19<sup>th</sup> Avenue South, Des Moines, WA 98198 (Mailing Address)**

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 meetings are being held remotely due to COVID-19. See the information above to join a meeting. If you have any questions, please contact Linda Ray, District Clerk, 206.429.3852.

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### **b. Social Distance Swim Lessons**

As an addendum to the AM's report, Aquatic Coordinator Newman gave an update on COVID-19 Swim Lessons. The presentation is on file.

Swim lessons will resume at Mt. Rainier Pool on March 2<sup>nd</sup> and will follow COVID safety protocols. These include mandatory face masks to be worn by parents/guardians and children while on the pool deck, and face shields and masks to be worn by instructors. Parents/guardians will be in the water with their children during instruction and instructors will remain on deck. Everyone will adhere to the 6-foot distance rule. Students and parents must come to the pool pre-showered and will leave without use of showers in the pool changing rooms.

Registration for residents will begin on February 23<sup>rd</sup>, and for non-residents on February 25<sup>th</sup>. An email blast will be sent soon that will provide a link to scholarship information.

### **c. BLRB Billing and Closeout**

DGM Deschenes reported that on February 4<sup>th</sup> a registered letter was sent to BLRB disputing the charges billed to us for completion of the 2017 project. The DGM met with the Capitals & Contracts Committee as well as with Project Manager Scott Romano. The architect has not responded to the certified letter, nor has the DGM received a return receipt.

The DGM will reach out to the Board when a response is received from BLRB.

### **d. Highline School Lease Discussion**

DGM Deschenes met with the Capitals & Contracts Committee to discuss negotiation of the HSD lease based on the future of the present pool facility. President Young suggested that a discussion on this topic should be an agenda item for the next retreat which is scheduled sometime in April. A date for the retreat will be scheduled when all commissioners are present.

President Young requested the DGM to contact Commissioner Stender to determine if he has been able to review the information on the Feasibility Study that was done in 2017.

### **e. Engineer of Record**

The DGM reported that RFQ's for Engineer of Record were sent to the top three architectural firms. Two firms responded with interest: INNOVA and Stemper. The DGM and the Capitals & Contracts Committee interviewed both firms and ultimately chose Stemper as the best fit for our organization.

Stemper is a Seattle company. Their company is completing a full assessment of all forward thrust pools for the City of Seattle. Included in that assessment is an ADA study.

The DGM will initiate a reference check on Stemper while legal counsel negotiates an agreement for review. DGM Deschenes will present the agreement at the March 16<sup>th</sup> Regular Meeting.

A motion was called to enable the DGM to negotiate a contract with Stemper. Commissioner Achziger so moved; Commissioner Dusenbury 2<sup>nd</sup>. With no further discussion, the motion passed unanimously.

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### **f. Equity Resolution**

Commissioner Achziger is working with Highline College staff members to refine the resolution that was presented in October 2020. Highline has had success in developing their programs addressing equity and diversity. He will report back to the Board at a future meeting regarding his discussions.

### **NEW BUSINESS**

#### **a. 2020 End of Year Financial Report**

DGM Deschenes reported on 2020 end of year financials. His presentation is on file.

He addressed the challenges faced with running an organization during COVID closures from March through August and reduced programming upon re-opening in August through December.

Revenue was 43% lower than the previous year and 36.7% less than estimated budget levels.

The pool was able to keep staff employed by addressing projects and maintenance. The Aquatic Manager and Coordinator held training sessions to prepare staff for re-opening under COVID-19 protocols. Fortunately, we were able to retain most staff members which will give us an advantage when we return to full programming.

As previously mentioned, swim lessons will be starting on March 2<sup>nd</sup>, Mt. Rainier High School wants to use the pool from 3:00 p.m. to 6:00 p.m. each day starting March 8th, and SMAC will be put on the schedule as well in the near future.

#### **b. WCIA Risk Audit**

The DGM stated that each year we must meet three requirements in order to maintain our insurance with WCIA. First, is to send a representative to their annual meetings; second, satisfy a minimum number of training sessions; and third, WCIA review of our insurance programs.

In past years we have had a review of contracts and user agreements, reviewing our hiring and onboarding process with emphasis on equity, and in 2020 a pool facility walkthrough.

This year, the DGM suggests a review of our waiver process and data entry forms with focus on the software that is used at the pool and how we can better use technology going forward.

### **ADJOURNMENT**

With no further business, the meeting was adjourned at 7:54 pm.

### **UPCOMING MEETINGS**

- March 2, 2021, OPMA/PRA Training, 5:00 p.m., Remote Logon TBD
- March 16, 2021, Regular Meeting, 7:00j p.m., Location TBD

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**Des Moines Pool Metropolitan Park District  
Meeting Minutes – 02/16/2021**

Respectfully submitted by Linda Ray, District Clerk.

Des Moines Pool Metropolitan Park District Board of Commissioners

DocuSigned by:  
*Shane Young*  
Commissioner Young

Commissioner Kasnick

DocuSigned by:  
*Gene Achziger*  
Commissioner Achziger

DocuSigned by:  
*Joe Dusenbury*  
Commissioner Dusenbury

DocuSigned by:  
*SPK*  
Commissioner Stender

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

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