



# Des Moines Pool Metropolitan Park District

March 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, 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

District General Manager Deschenes stated there was no need to discuss Item #7a under Executive Session; and that details of the employment contracts under Item #7b would need to be in Executive Session. With no further discussion, Commissioner Achziger moved to approve the agenda; Commissioner Dusenbury 2<sup>nd</sup>. Approved 5-0.

### ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS

The District General Manager announced that the Commissioners had been underpaid since a stipend increase in 2018. The District Clerk explained that an error had been detected in the payroll software. The Commissioners will receive their retroactive pay at the end of March.

**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 February 2020 totaling \$87,790.73. Commissioner Stender 2<sup>nd</sup>. The motion passed 5-0.

### EXECUTIVE SESSION

An Executive Session was called at 7:05 p.m. pursuant to RCW 42.30.110(1)(g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. The Executive Session will last for 15 minutes and will conclude at 7:20 p.m.

The Executive Session ended at 7:18 p.m. and the meeting re-convened at 7:20 p.m.

### OLD BUSINESS

#### a. BLRB Billing and Closeout

No update was given.

#### b. Aquatics Manager Agreement

President Young called for a motion to approve the Aquatics Manager employment agreement. Commissioner Kasnick moved to approve the Aquatics Manager contract with Lauryne Thurmond; Commissioner Dusenbury 2<sup>nd</sup>. Approved 5-0.

**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.

## **Des Moines Pool Metropolitan Park District Meeting Minutes – 03/16/2021**

### **c. Aquatic Coordinator Agreement**

President Young called for a motion to approve the Aquatics Coordinator employment agreement. Commissioner Kasnick moved approve the Aquatics Coordinator contract with John Quentin Knox; Commissioner Dusenbury 2<sup>nd</sup>. Approved 5-0.

It was stated that the Clerk of the Board would enter an approval signature on each agreement via DocuSign.

### **d. Colibri NW Contract**

DGM Deschenes and the Outreach Committee met to discuss a new contract for advertising in City Scene and City Currents. The new publishing company is Colibri NW. It was agreed to publish half page ads instead of full pages for the Normandy Park City Scene which will save \$631 a year. The new total will be \$7,767/yr.

Commissioner Stender moved to approve the Clerk of the Board to sign the advertising contracts with Colibri NW for 2021 not to exceed \$7,800 a year; Commissioner Kasnick 2<sup>nd</sup>. Approved 5-0.

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

The DGM met with Stemper Architects, the chosen Engineer of Record. Along with our Project Manager, Scott Romano, the DGM toured the pool facility with representatives from Stemper. The DGM is working with legal counsel to draft a preliminary agreement, define a scope of work and a “not to exceed” amount. Stemper would like to meet with the Board at the next retreat which will be scheduled for late April or early May.

The DGM shared facility reports done previously with them which included MacDonald Miller, McKinstry, and others.

When the contract is ready, the DGM will review it with the Capitals and Contracts Committee for ratification by the Board at a future meeting.

### **f. Equity Resolution**

Commissioner Achziger and DGM Deschenes discussed the resolution at the most recent Public Outreach Committee meeting. An area of concern was how to measure metrics so that the pool reflects correct demographics of the community. It was suggested by the committee that the pool staff pose questions to pool users, but the staff feels uncomfortable with this request. Due to the legality of requesting information with regard to ethnicity, the DGM will discuss options for obtaining the required information with legal counsel and report back to the Board. Until then, the Equity Resolution will remain on the agenda.

### **g. Policy 555 – Capital Assets**

At the OPMA training session, legal counsel, Brian Snure, discussed the legal requirement of having a unanimous vote from the Board before surplussing equipment and goods by the pool. Policy 555 was updated to include language that reflects disposition of property, transfer of surplus property to a government entity and definitions of how it should be declared.

President Young would like to give the Board members an opportunity to read the updated policy and asked to delay finalizing approval until the next regular board meeting.

The DGM will propose to the pool staff to update the pool equipment inventory and red tag anything that needs to be surplussed.

**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 following COVID-19 guidelines and Proclamation 20-28 and will hold meetings remotely until further notice. The public may join meetings through the GoToMeeting app. Logon information is published in each Meeting Agenda. Contact Linda Ray, District Clerk at [linda.ray@desmoinespool.org](mailto:linda.ray@desmoinespool.org) if you have questions.

## **Des Moines Pool Metropolitan Park District Meeting Minutes – 03/16/2021**

### **h. Re-Opening/Transition Update**

DGM Deschenes presented the update. A presentation is on file.

Eight out of nine swim lesson sessions are filled. For ninth class, an adult swim lesson was created to fill the timeslot. There were waitlists of up to 9 individuals. The Aquatic Manager is providing weekly updates to participants of parent/child lessons. Swim meets will necessitate rescheduling of some swim lessons during April and May. There are currently 26 classes.

The DGM showed a video made by the Aquatics Manager for parents of swim lesson participants.

Swim team and dive team practice for Mt. Rainier HS began on March 8<sup>th</sup>. SMAC will practice from 6:00 p.m. to 8 p.m. on Monday, Wednesday, and Friday, and from 8:00 a.m. to 11 a.m. on Saturday. When we are in Phase 3, that schedule will change.

Community programming is from 5:30 a.m. to 1:00 p.m. during the week. Water walking is in the evenings, with some swim lessons at 4:30 p.m. to 7:15 p.m. There are two sessions of lap swimming on Tuesdays and Thursdays from 6:00 p.m. to 8:15 p.m. in the evenings after the high school teams have left. Water exercise is on Tuesdays and Thursdays at 7:00 p.m., and lap swim and water walking on Saturday.

All swim meets are currently virtual which means there are more meets and teams will be charged for the meets.

It is expected that during Phase 3, spectators will be permitted to attend meets at 25% of capacity. We will review our processes to allow for safety if this occurs.

The pool has reached out to their vendor Aquatic Specialty to assist with systems maintenance. Sunbelt Controls provided updates so that the Aquatic Manager and the DGM will be able to monitor systems via phone.

Future program planning for the summer and fall are in process.

A question was asked about the current schedule for in-school learning. Commissioner Stender responded that elementary school is in session 4 days a week for 2-1/2 hours a day. There is a morning and an afternoon session. The schedule for Middle school has not been unannounced yet.

The Aquatics Manager has contacted Kamp Khaos for summer swim lessons to determine what their plans are. Directives from the State Department of Health will dictate programming.

It was suggested that using Peachjar at Mt. Rainier Pool will be a good communication tool for lessons and other programming.

### **NEW BUSINESS**

#### **a. WCIA Compact**

The DGM met with the Board's WCIA representative, Commissioner Kasnick about the WCIA Compact. The goal this year is to streamline the waiver process. The COVID waiver and the photography waiver will be combined into the daily sign in roster which will create less work for the pool staff at the front desk.

**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 following COVID-19 guidelines and Proclamation 20-28 and will hold meetings remotely until further notice. The public may join meetings through the GoToMeeting app. Logon information is published in each Meeting Agenda. Contact Linda Ray, District Clerk at [linda.ray@desmoinespool.org](mailto:linda.ray@desmoinespool.org) if you have questions.

**Des Moines Pool Metropolitan Park District  
Meeting Minutes – 03/16/2021**

Tanya Crites, our rep at WCIA, recommends use of a “Sex Offender” notebook at the front desk which will be updated from the Washington State Patrol site and checked against the sign in sheet every day.

She also suggested posting “No Photographs” signage in the facility.

All changes will be presented at the next board meeting.

**b. April Retreat Scheduling**

Earlier in the meeting, it was discussed the retreat should be scheduled in late April or early May to accommodate Stemper’s ability to prepare to meet with the Board. A date will be decided upon at the April 20<sup>th</sup> meeting.

**ADJOURNMENT**

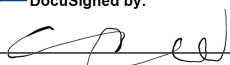
With no further business, the meeting was adjourned at 8:08 pm.

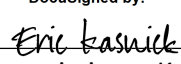
**UPCOMING MEETINGS**

- April 20, 2021, Regular Board Meeting, 7:00 p.m., Location TBD
- Board Retreat, TBD

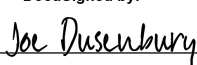
Respectfully submitted by Linda Ray, District Clerk.

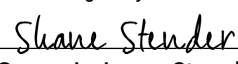
Des Moines Pool Metropolitan Park District Board of Commissioners

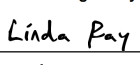
DocuSigned by:  
  
 Commissioner Young

DocuSigned by:  
  
 Commissioner Kasnick

DocuSigned by:  
  
 Commissioner Achziger

DocuSigned by:  
  
 Commissioner Dusenbury

DocuSigned by:  
  
 Commissioner Stender

DocuSigned by:  
  
 Linda Ray, District Clerk

**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 following COVID-19 guidelines and Proclamation 20-28 and will hold meetings remotely until further notice. The public may join meetings through the GoToMeeting app. Logon information is published in each Meeting Agenda. Contact Linda Ray, District Clerk at [linda.ray@desmoinespool.org](mailto:linda.ray@desmoinespool.org) if you have questions.