



Des Moines Pool Metropolitan Park District

April 20, 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

President Young called for adoption of the agenda. Commissioner Achziger so moved, Commissioner Kasnick 2nd. Adopted 5-0.

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 Kasnick moved to approve the Consent Agenda including the vouchers and electronic transfer requests processed in March 2021 totaling \$81,211.34. Commissioner Dusenbury 2nd. The motion passed 5-0.

OLD BUSINESS

a. BLRB Billing and Closeout

District General Manager Deschenes reported that nothing had been received from BLRB and no update was given.

b. Engineer of Record Agreement

DGM Deschenes presented a 3-year term agreement with the consultant firm of Stemper Architects that has been vetted by legal counsel and WCIA. The scope of work they will provide to the District will be provided via task order.

Commissioner Achziger moved to approve the consultant agreement with Stemper Architects; Commissioner Kasnick 2nd, Passed 5-0.

c. Engineer of Record Task Order #1

DGM Deschenes reported that NTE's had not yet been established with Stemper Architects, but that a task order to proceed had been approved by the Capitals and Contracts Committee. This will give Stemper the ability to review reports of past work that was done for the District.

d. May Retreat Scheduling

In order to have discussions with Stemper regarding the future of the Mt. Rainier Pool facility, a retreat meeting date needs to be established by the Board. May 4th at 5:00 p.m. was decided upon. The DGM will contact Stemper to determine if they are available on that date.

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

22722 19th 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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e. Equity Resolution

DGM Deschenes reported that he discussed this outstanding item with the Public Outreach Committee. The members of that committee would like goals and objectives tied to the resolution. As such, this item will be taken off of the agenda for now and discussed at a later date.

f. Policy 555 – Capital Assets

DGM Deschenes stated that this addition to existing Policy 555 will define the process for surplussing assets at the Mt. Rainier Pool. A copy was sent previously to the Board members for their comments and edits.

A comprehensive audit will be performed at the pool in August and items for disposal will be red-tagged at that time.

With no discussion, Commissioner Achziger moved to replace 555, Capital Assets Policy with the amended version; Commissioner Kasnick 2nd. Passed 5-0.

g. Re-Opening/Transition Update

DGM Deschenes updated the Board on what has taken place at the pool since transitioning the new Aquatic Manager and Coordinator into their roles. A presentation is on file.

The DGM reported on programming during Phase 3. Physical distancing is still a top priority as well as cleanliness of the facility. The staff is taking advantage of COVID vaccines as first responders following a trend of letters to the Department of Health. Swim teams have returned to practice at MRP. The girl's season ended on 4/12 and the boy's will go now until 5/13. Home meets will be held on Tuesdays and Thursdays. A schedule with SMAC was agreed upon following a meeting with them.

Swim lessons are progressing with limits of 3 individuals being instructed in each class. More classes will be added in June.

Camp Khaos has been cancelled by the City for this year. The pool will be holding junior lifeguard classes and swim club to fill the hole in programming this summer.

The Aquatic Manager will give more information on all of the above during the 1st Quarter 2021 report at the Regular Board meeting on May 18th.

h. Waiver Update

The District General Manager and Commissioner Kasnick attended the WCIA Risk Audit on March 16th. The District has met all requirements for 2021. New waivers for pool users were drafted per request of WCIA through the audit. The COVID waiver will be established soon daily users sign-in, and separate waivers for adult and youth classes has been established. A presentation is on file detailing updates on the new processes.

NEW BUSINESS

a. SWOT on Public Outreach

Commissioner Achziger offered an analysis on strengths, weaknesses, opportunities, and threats (SWOT) in order to develop goals for the district regarding public outreach. The Commissioner urges attention to focusing on the District's audience and swim lessons for children of the community. He believes communication is a key factor through second language and an accurate website that can be easily accessible on a phone as well as a computer device.

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Commissioner Stender added that this was an engaging exercise involving the Aquatic Manager and Coordinator that will culminate in some real goals and measurements.

A presentation is on file.

b. 2020 Annual Financial Report

The DGM reported that this is a 1st touch item and is still a work in progress. As soon as a draft is produced, he will send a copy to the Board for review and comments.

c. 2021 1st Quarter Aquatics Manager Report Format Review

The DGM requested the Board members to email their suggestions for format of the report and where they would like to see more detail given with regard to the report content. He would like to receive input no later than April 30th.

d. Assistant Aquatic Coordinator Position

The DGM reported that the position of Assistant Aquatic Coordinator has been budgeted for in 2021; however, the position has not been posted. He stated that in order to add more swim lessons and to hold required lifeguarding training classes, it is necessary to add a full-time person to staff that has adequate requirements. This individual would also be a backup to management staff in the event a member of the team takes an extended leave of absence.

A discussion ensued about the priority of setting the goals and objectives of the District before committing to hiring this position. President Young requested this to be on the agenda for the next regular meeting in May after the Board has met for retreat and has had a chance to set goals.

GENERAL DISCUSSION

Commissioner Dusenbury gave praise to the pool staff citing a visit to the facility on a very busy Saturday.

ADJOURNMENT


With no further business, the meeting was adjourned at 8:35 pm.


UPCOMING MEETINGS


- May 4, 2021, Retreat Board Meeting, 5:00 p.m., Location TBD
- May 18, 2021, Regular Board Meeting, 7:00 p.m., Location TBD

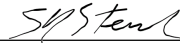
Respectfully submitted by Linda Ray, District Clerk.


Des Moines Pool Metropolitan Park District Board of Commissioners

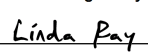
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 Commissioner Young

DocuSigned by:

 Commissioner Dusenbury

DocuSigned by:

 Commissioner Kasnick

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 Commissioner Stender

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