



# Des Moines Pool Metropolitan Park District

July 6, 2021  
7:00 p.m.  
Remote Online

## MINUTES RETREAT MEETING

### CALL TO ORDER/ROLL CALL

President Young called the retreat to order at 7:00 p.m. Present were Commissioners Dusenbury, Kasnick, Achziger, and Stender; District General Manager Deschenes, District Clerk Linda Ray; and Des Moines resident Holly Campbell.

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

### ADOPTION/MODIFICATIONS OF AGENDA

Commissioner Kasnick moved to adopt the agenda, Commissioner Stender 2<sup>nd</sup>. Approved 5-0.

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

### PUBLIC COMMENT

Des Moines resident, Holly Campbell, thanked the Board for inviting her to attend. She stated that she and her daughter went swimming at Mt. Rainier Pool and that it was a beautiful facility.

### BUSINESS

#### a. **Engineer of Record**

District General Manager Deschenes met with the Capitals and Contracts Committee last week to discuss a scope of work for Stemper Architects. Stemper's initial investigation of the facility revealed significant useful life left in the building. Therefore, the committee feels the best scope of work would be to focus on Mt. Rainier Pool.

The Committee would like to provide an opportunity to every individual in the District with a chance to learn to swim. They will task Stemper to assist the District in meeting that goal with needed renovations and/or additions to the building.

This scope of work will also include a study to determine capacity for the number of students it can accommodate and what level of service will be required. If renovations are required to meet this goal, the pool will need to become current with ADA requirements.

A preliminary study revealed the present capacity will accommodate approximately 700 students a year with swimming lessons. This takes into account the other facilities in the immediate area that are already providing swimming lessons.

The ultimate goal is to provide swimming lessons to District residents free of charge. If free lessons are extended to the service area outside of the District, the cost could be \$120K. In order to defray the cost, \$69K could be assessed through the Tax Levy, and the remaining \$51K through donation, or other means.

**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.

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The Board will continue to develop a plan in conjunction with Stemper Architects and then approach the school district, the City and other organizations in order to form alliances for support of on-going partnerships.

The Board asked the District General Manager to proceed with a drafted scope for Stemper Architects.

### **b. Office Space**

District General Manager Deschenes reported that during the pandemic, the District office space was rarely used, while both the DGM and the District Clerk worked remotely. District meetings have been held remotely since March of 2020. Even though restrictions are being lifted, the potential for staff to work remotely has become a reality and the need for District office space is no longer necessary.

The DGM is researching space for Board meetings that will accommodate both Commissioners and members of the public wishing to attend those meetings in person; however, both parties will still have the ability to attend through a virtual portal as well.

By eliminating the need for a hard office space, a savings of approximately \$20K annually could be realized by the District. This money would then be applied to upgrades such as the phone system at the Mt. Rainier Pool that is much needed.

The District office presently stores a server on site which backs up the financial software. The DGM will discuss with our IT Support what storage options might be available for the server and report back to the Board at the July 20<sup>th</sup> meeting. Hard copy files now stored in the office can be put into storage and retrieved for public records requests and audits as needed.

The DGM is proposing to vacate the office space by the end of the year.

### **c. Future Meetings**

The DGM stated that starting with the July 20<sup>th</sup> meeting, he will attend Board meetings from the current office space in case any members of the public want to attend in person. The DGM will continue to research alternative meeting spaces for future meetings.

### **GENERAL DISCUSSION**

The DGM stated that he is drafting with the help of legal counsel, a policy for retention of email correspondence whereby it will be left up to users to track and store emails relating to District business. The policy will be presented at a future meeting.

### **ADJOURNMENT**

With no further business, the meeting was adjourned at 7:47 p.m.

### **UPCOMING MEETINGS**

- May 18, 2021, Regular Meeting, 7:00 p.m., Location TBD

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**Des Moines Pool Metropolitan Park District  
Meeting Minutes – 7/06/2021**

Respectfully submitted by Linda Ray, District Clerk.

Des Moines Pool Metropolitan Park District Board of Commissioners

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*Shane Young*  
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Commissioner Young  
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*Eric Kashnick*  
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