



Des Moines Pool Metropolitan Park District

February 28, 2023

7:00 p.m.

Hybrid (DMPMPD District Office and Remote Online)

MINUTES REGULAR MEETING

CALL TO ORDER/ROLL CALL

President Young called the meeting to order at 7:01 p.m. Also present were Commissioners Dusenbury, Stender, and Achziger, District General Manager Deschenes and Aquatics Manager, Quentin Knox. Commissioner Campbell had technical difficulties and logged in at 7:05pm during announcements, proclamations, and presentations.

PLEDGE OF ALLEGIANCE – Commissioner Dusenbury led the flag salute.

ADOPTION/MODIFICATIONS OF AGENDA – The agenda was approved unanimously as presented.

ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS – Commissioner Achziger announced that he applied for another \$14,999 for the King County Park Levy and Des Moines Legacy Foundation has agreed to raise an additional \$10,000 for a total of just under \$25,000 for swim lessons. He stated that current grants should cover all youth lessons until July 1st, and he is exploring additional grants for after the current sessions end. The District GM added that the District still has an additional \$5,000 from the KCYAS My Backyard grant that can be added for this summer. Commissioner Achziger added that there are opportunities for the Aquatic Facilities grant through King County Parks and hopes to utilize it towards inflation costs for the current aquatic feasibility study that he is working on. The District GM said he would work with him to get updated costs.

PUBLIC COMMENT - None

CONSENT AGENDA

Commissioner Achziger moved to approve the Consent Agenda including the vouchers and electronic transfer requests processed in January totaling \$189,538.70. Commissioner Dusenbury 2nd. The motion passed 5-0.

Executive Session Business

7a. Executive Session

The District GM notified the board there would be no executive session on the Mount Rainier Pool lease. He asked for an update for the representative at the school district but did not receive a response by the meeting. He did also notify the board that the DGM authorized the staff to give the Maritime Robotics Club free usage of the pool but informed Maritime there will be a \$40 (\$20/hour) fee for not communicating no shows. This is to cover the cost of assigned staff and its effect on district resources.

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 hybrid including remote access to give the community more access options. See the information above to join a meeting. If you have any questions, please contact Scott Deschenes, District General Manager at 206.429.3852 or info@mtrainierpool.com.

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OLD BUSINESS

8a. Aquatics Manager Q4 Report

Aquatics Manager, Quentin Knox, presented the Fourth Quarter (October-December) report, which included attendance, swim lessons, staffing, trainings, maintenance, and other pool operation items. He also gave an update on the upcoming Spring schedule, rental opportunities, and swim lesson offerings. A copy of the report is included in the agenda packet.

8b. Q4 Financial Report

The District GM reported the Fourth Quarter revenue and expenses, which included a physical report and PowerPoint summary. A copy of the report is included in the agenda packet.

8c. Land Survey (Aquatic Feasibility Study)

The District GM notified the board of enacting section 4.3 of Policy 520 that requires the DGM to have all expenditures approved between \$5,000 and \$20,000 approved by the finance committee and presented at the next regular board meeting. He stated the estimated cost was less than half of what was estimated by the architect (\$26,000), \$10,850 + taxes and an additional \$487.50 (if needed).

The DGM also notified the board that he had the utilities marked for free by using DigSafe WA and notified the board Terrane was out last week (February 22 and 23) to perform their land surveying duties. The DGM then updated the Board about the public records request made to Highline School District. The DGM stated the goal of the aquatic feasibility study is to give the board actionable information for the 2024 budget cycle.

8d. District Clerk Update

The District GM reported that there were 85 people that applied for the District Clerk position, and of those 85, only 6 met the job requirements, and of those 6 only 4 formally interviewed, and of the 4, no one was a good fit. The DGM presented a plan to break up the job into a financial management analyst for oversight and a clerk to process the internal records, payments, payroll, and other processes. This information is available in the agenda packet.

Commissioner Campbell recommended the District look at outsourcing due to the size of the District and the scope of the services. President Young stated that this should be the top priority and that staffing should fall under the DGM, as coming back to the board is slowing the process. President Young also stated he wants to ensure tasks are getting completed and we are not falling behind.

NEW BUSINESS

9a. Policy 220 Board and Administration

The District GM reported that the District needed to update section 3.3.1 of Policy 220 Board and Administration to reflect the new meeting location and schedule. Commissioner Achziger moved that the board approve the changes to Policy 220 Board and Administration as amended. Commissioner Dusenbury 2nd. The Motion Passed 5-0.

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9b. Moss Removal Agreement

The District GM notified the board of enacting section 4.3 of Policy 520 that requires the District GM to have all expenditures approved between \$5,000 and \$20,000 approved by the finance committee and presented at the next regular board meeting. The District GM stated that there was excessive moss in the parking lot and concrete walking areas that were slipping hazards and that he contracted Northwest Landscaping Services to pressure wash. The estimated came out to \$4,950 + tax, which is over the DGM's limits. The DGM chose to have the finance committee approve this, as the closure was before the next regular board meeting. The pressure washing was completed on February 17 and 19.

9c. Normandy Park Subsidy

The District GM reported that he saw the Normandy Park City Council meeting where subsidy to another Interlocal Agreement (ILA) agency was discussed. The DGM was also contacted by the City of Normandy Park, Parks Manager that also mentioned the ILA discussion in conversation. The DGM put a presentation together to give historical background and how it affects both partners. Commissioner Achziger expressed concern that their subsidy had not gone up over the last twelve years even though taxes and inflation had increased. Commissioner Dusenbury suggested adding an escalation clause that included a reference to the CPI (Consumer Price Index) or a periodic renegotiation term. Commissioner Campbell confirmed negotiating the agreement was a good idea. President Young said we should look into looking at an increase. It was agreed that the Public Outreach Committee would lead working on this project. Commissioner Stender recommended including "effective cost per user." The report is part of the agenda packet.

9d. Colibri Northwest Agreements

The District GM notified the board of enacting section 4.3 of Policy 520 that requires the District GM to have all expenditures approved between \$5,000 and \$20,000 approved by the finance committee and presented at the next regular board meeting. The District GM stated that Colibri Northwest contacted him about the 2023 advertisement agreements after the January 17 meeting, and both agreements were time sensitive to get information in before the March 3 deadline. The total cost of the estimated agreements was \$7,940. This agreement is a standard agreement the District has been renewed annually with Colibri Northwest for almost a decade.

9f. WCIA INSURANCE COMPACT

The District GM notified the board before discussing the COMPACT that he had already received information from two potential insurance companies for quotes and that he working to compile information. The DGM mentioned that the annual COMPACT included a review that was being held on Monday, March 6 at 1:15pm at the Mount Rainier Pool. He stated that normally they pick a risk liability topic, but being short-staffed this year, he is just having a standard review performed. Commissioner Achziger asked if WCIA had responded to any of the discrepancies between our organization and Tukwila Pool MPD's. Board President Young responded that WCIA's response was not adequate, and the District is exploring alternatives. Commissioner Achziger stated that the Des Moines Legacy Foundation had to pay \$1,200 in fees for the last grant to cover insurance costs, and that those administration fees would be factored into the next grant. The DGM mentioned that he reached out to WCIA, but that they did not cover third parties. The DGM also stated it probably would be good now that we are working together with the Des Moines Legacy Foundation more regularly to have a formal, written agreement, and that he would start working on it for a future meeting.

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9g. Plumbing Repair

The District GM notified the board of enacting section 4.3 of Policy 520 that requires the District GM to have all expenditures approved between \$5,000 and \$20,000 approved by the finance committee and presented at the next regular board meeting. The DGM told the board that he was notified the Thursday before the Friday, February 17 pool closure that Aquatic Specialty Services to fix air and leak issues with the plumbing. The need for the finance committee approval was that with the new plumber they hired, since the estimated cost of the repair went from 8 to 12 contracted hours that increased the original estimate from \$3,694, which was within the DGM’s authority to \$5,291, which was outside of his approval authority. Commissioner Campbell suggested raising procurement policy amounts to match inflation. The District GM stated that he would do some research and check with legal, and present updates at the March 28 regular board meeting.

GOOD OF THE ORDER

Commissioner Achziger questioned the board if they were interested in putting “swag bags” together for the Farmer’s Market. The District GM recommended having a Public Outreach meeting to go over the Farmer’s Market and other outreach opportunities including the Waterland Parade and bring back recommendations to the board at a future meeting. The board verbally agreed that was a good approach.

ADJOURNMENT

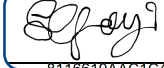
With no further business the meeting was adjourned at 8:10pm.

UPCOMING MEETINGS


- March 28, 2023, Regular Board Meeting, 7:00pm, Location: Hybrid (DMPMPD Offices and Online)
- April 25, 2023, Regular Board Meeting, 7:00pm, Location: Hybrid (DMPMPD Offices and Online)

Respectfully submitted by Scott Deschenes, District General Manager.

Des Moines Pool Metropolitan Park District Board of Commissioners


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Commissioner Young


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Commissioner Campbell


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Commissioner Achziger


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Commissioner Dusenbury


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Commissioner Stender

VACANT

Lauryne Thurmond, District Clerk

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