



Des Moines Pool Metropolitan Park District

January 17, 2023

7:00 p.m.

Hybrid (MRHS Library and Remote Online)

MINUTES REGULAR MEETING

CALL TO ORDER/ROLL CALL

President Young called the meeting to order at 7:00 p.m. Also present were Commissioners Campbell, Dusenbury, Stender, and Achziger; District General Manager Deschenes.

PLEDGE OF ALLEGIANCE – Commissioner Dusenbury led the flag salute.

ADOPTION/MODIFICATIONS OF AGENDA – District GM (DGM) requested adding Item 9c Critical Repair, Thermostatic Mixing Valves and Item 9d Land Survey. Commissioner Achziger moved to approve the amended agenda. Commissioner Campbell 2nd. The Motion Passed 5-0.

ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS – The DGM announced that W-2s were mailed earlier in the day to all employees and commissioners. President Young asked if the December stipends were mailed, and the DGM responded yes.

PUBLIC COMMENT - None

CONSENT AGENDA

November financial report, included (pushed from December 20 agenda) and December financial report, not included (pushed to February 28, 2023, agenda). This is due to short turnaround from end-of-month data coming from King County Finance just before packets to be sent out, and turnover in staff.

Commissioner Achziger moved to approve the Consent Agenda including the vouchers and electronic transfer requests processed in November totaling \$55,691.30. Commissioner Stender 2nd. The motion passed 5-0.

Executive Session Business

7a. Executive Session

Not updates at this time.

OLD BUSINESS

8a. Resolution 2023-01 Appointing Board Officers

President Young requested nominations for the positions of President and Clerk of the Board. Commissioner Achziger nominated Shane Young as President and Joe Dusenbury as Clerk of the Board. No other nominations were made.

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 Lauryne Thurmond, District Clerk, 206.429.3852.

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Commissioner Campbell moved to approve Shane Young as President and Joe Dusenbury as Clerk of the Board. Commissioner Stender 2nd. The motion passed 5-0.

8b. Resolution 2023-02 Board Committees

President Young requested input from the board on committee assignments from the previous year. No comments were made. Commissioner Stender moved to approve Resolutions 2023-02 Board Committees. Commissioner Campbell 2nd. The Motion Passed 5-0.

8c. Resolution 2023-03 Meeting Location and Times

The District GM recommended moving the meeting location back to the District Administration Offices (22015 Marine View Dr. #2B) and moving meeting dates to the fourth Tuesday of each month to allow for more time to present reports from the previous month. The only exception to the fourth Tuesday is November and December where meetings will be held on the second Tuesday to avoid any potential conflicts with holidays. The District GM stated the administration space is being converted into training space to better help with trainings and certification classes that are currently being held in the Mount Rainier Pool Lobby during public hours. The District GM stated that utilizing the administration offices can be re-explored during the summer. Commissioner Dusenbury added that he was originally for eliminating the administration offices, but after seeing the potential costs of storing the server, meeting rental space and additional storage; he agrees there is not much of a saving and that by eliminating some of the office equipment, it should free up more space for 6-8 audience members to attend public meetings. President Young added that it would be a great location for a retreat without bogging the schools down. Commissioner Stender moved to approve Resolutions 2023-03 Meeting Locations and Times. Commissioner Campbell 2nd. The Motion Passed 5-0.

8d. Bylaws Update (Policy 101)

The District GM reported that there no edits made from feedback by board members by the comments deadline of January 2, beyond the suggested edit made by Commissioner Achziger at the December 20th, regular board meeting of item 9.3.7 *"Shall not disclose confidential information or otherwise use such information for the commissioner's personal gain or benefit."* Commissioner Dusenbury moved to approve Policy 101, Bylaws. Commissioner Stender 2nd. The Motion Passed 5-0.

8e. Policy 320 Admission and Refunds

The District GM reported that there no edits made from feedback by board members by the comments deadline of January 2, and that the changes of adding administration fees for refunds will help the district recover costs associated with staff time and make customers more likely to commit to programs that they sign up for, which should help ensure swim lessons maximize capacity. He stated the policy would not affect current swim lessons, but the next (Spring) session. Commissioner Dusenbury stated that he thought the mileage needed to be adjusted on item 4.3.a. *"Memberships will be refunded only on the basis that the individual moves away from the community or is permanently prohibited from use of the facility by circumstances beyond their control. The District defines this as '45 miles' or more away from the facility."* After discussion, the mileage was changed to 45 miles to 15 miles. Commissioner Achziger moved to approve Policy 320 Admissions and Refunds with the amended section 4.3a., *"Memberships will be refunded only on the basis that the individual moves away from the community or is permanently prohibited from use of the facility by circumstances beyond their control. The District defines this as '15 miles' or more away from the facility."* Commissioner Dusenbury 2nd. The Motion Passed 5-0.

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8f. Policy 340 Financial Aid and Scholarships (DROP OFF POINT)

The District GM reported that the new scholarship form that was presented at the November 15, 2022, regular board meeting has been simplified from a four-step process to a two-step process, and that there no edits made from feedback by board members by the comments deadline of January 2. Commissioner Achziger wanted to ensure the scholarship program would not affect the current grant supported by Des Moines Legacy Foundation for youth swim lessons. Commissioner Campbell clarified this grant would help support other programs outside of youth swim lessons. Commissioner Dusenbury thanked all the staff and commissioners that worked on this process, and how it helped support our vision. The District GM Commissioner Stender moved to approve the updated Policy 340 Financial Aid and Scholarships. Commissioner Campbell 2nd. The Motion Passed 5-0.

8g. Aquatic Feasibility Study

The District GM requested the discussion for item 8g Aquatic Feasibility Study be moved to the discussion for 9d Land Survey as the discussion revolved around the land survey information. Board President Young agreed, and the item was moved to 9d Land Survey.

8h. District Clerk Job Search

The District GM reported that before performing the job search, he wanted the district to get caught up on late billing and other unresolved issues under the District Clerk job responsibilities. He stated that voucher totals that were low in December would be caught up in January. President Young reminded the District GM to track liabilities from December. The District GM stated that interviews would start on Friday, January 20 with the first applicants that responded to invites, with the additional applicants being interviewed the following week. The District GM was going to work with the board officers on the interview, but Clerk of the Board, Dusenbury was not available. Commissioner Achziger offered to step in and help. District GM added former District Clerk, Linda Ray, and the rest of the staff have been very helpful during this transition. No motion. As this was informational only.

NEW BUSINESS

9a. Insurance Policy

The District GM stated he would like to start looking into changing insurance carriers for the district. Currently, the district is represented by the WCIA insurance pool. The rates for the district have increased toward a proportion that does not make sense with data of another agency that has the same governing system, staffing levels and minimal loss history. The District GM reached out but was told that it was too late to appeal the rates. An example is the liability portion of both districts, where Des Moines Pool is paying over twice as much liability with similar expenditures spent on staffing. The District GM is recommending he work with the Capital and Contracts Committee to explore options and potentially work with an insurance broker. The goal is to change insurers for 2024. Commissioner Achziger commented that the district had an obligation to the insurance pool members to potentially reach out to the state insurance commissioner or at least point. President Young suggested a better move might be attending an executive meeting. Commissioner Stender stated that we should still research leaving the insurance pool. President Young stated there is no motion but directed the District GM to continue working on a potential change of insurance and to let him know about any future executive board meetings.

9b. Lead Head Lifeguard Change

The District GM stated that he had made a mistake at the October 25, 2022, regular board meeting by presenting the position description with the title part-time, when the position was budgeted as full-time. He stated the position

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should be within the budgeted amount. He also informed the board that the position was filled by Emmitt Sevores, who has a strong background in training and as a manager. He will lead trainings and swim lessons, and help the District maximize its resources. District GM added this to the agenda to be transparent about the error on the description from a previous meeting.

9c. Emergency Repair – Thermostatic Mixing Valve

The District GM stated the showers in the women's locker room have been cold for about a week due to burned out mixing valves in the women's locker room, which lessens the users' experience. The District GM stated that the repair to be performed by MacMiller will be no greater than \$9,000 and should not have an impact on operations. He stated the repair was over his statutory limit of \$5,000 for expenditures. Commissioner Achziger moved to approve the thermostatic mixing valve repair not to exceed \$9,000. Commissioner Stender 2nd. The motion passed 5-0.

9d. Land Survey/Aquatic Feasibility Study (8g)

The District GM stated before he discussed the land survey that the board should be made aware of Senate Bill 5001 that covers Public Facilities Districts. He stated that there might be some opportunity for the district and stated that he will forward information about the bill in his weekly report.

The District GM informed the board of the results of the public records request for a past land survey. The DGM informed the board that the Highline School District requested an extension and asked for additional information on the deadline. The DGM stated that if the board wanted actionable information for the 2024 budget cycle that it should probably perform the land survey on their own.

After discussion the board elected not to make a motion and requested a scope and more information before moving forward. The DGM will reach out to Stemper and present information at a future meeting.

GOOD OF THE ORDER

President Young asked if any commissioner or staff had anything for the Good of the Order. DGM announced that he is having Northwest Landscape perform cleaning up ground debris and blackberry bushes in back. He stated that the better site lines will help deter loitering and other issues. Commissioner Achziger discussed a memorandum the DGM forwarded to the rest of the board about him serving on both boards. DGM announced swim lessons start this weekend with 189/190 spots filled and gave an update on PTSA swims.

ADJOURNMENT

With no further business the meeting was adjourned at 8:04pm.

UPCOMING MEETINGS

- February 28, 2023, Regular Board Meeting, 7:00pm, Location: Hybrid (DMPMPD Offices and Online)
- March 28, 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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DocuSigned by:
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Shane Young

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Commissioner Young

Holly Campbell

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Commissioner Campbell

Gene Achziger

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Commissioner Achziger

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Joe Dusenbury

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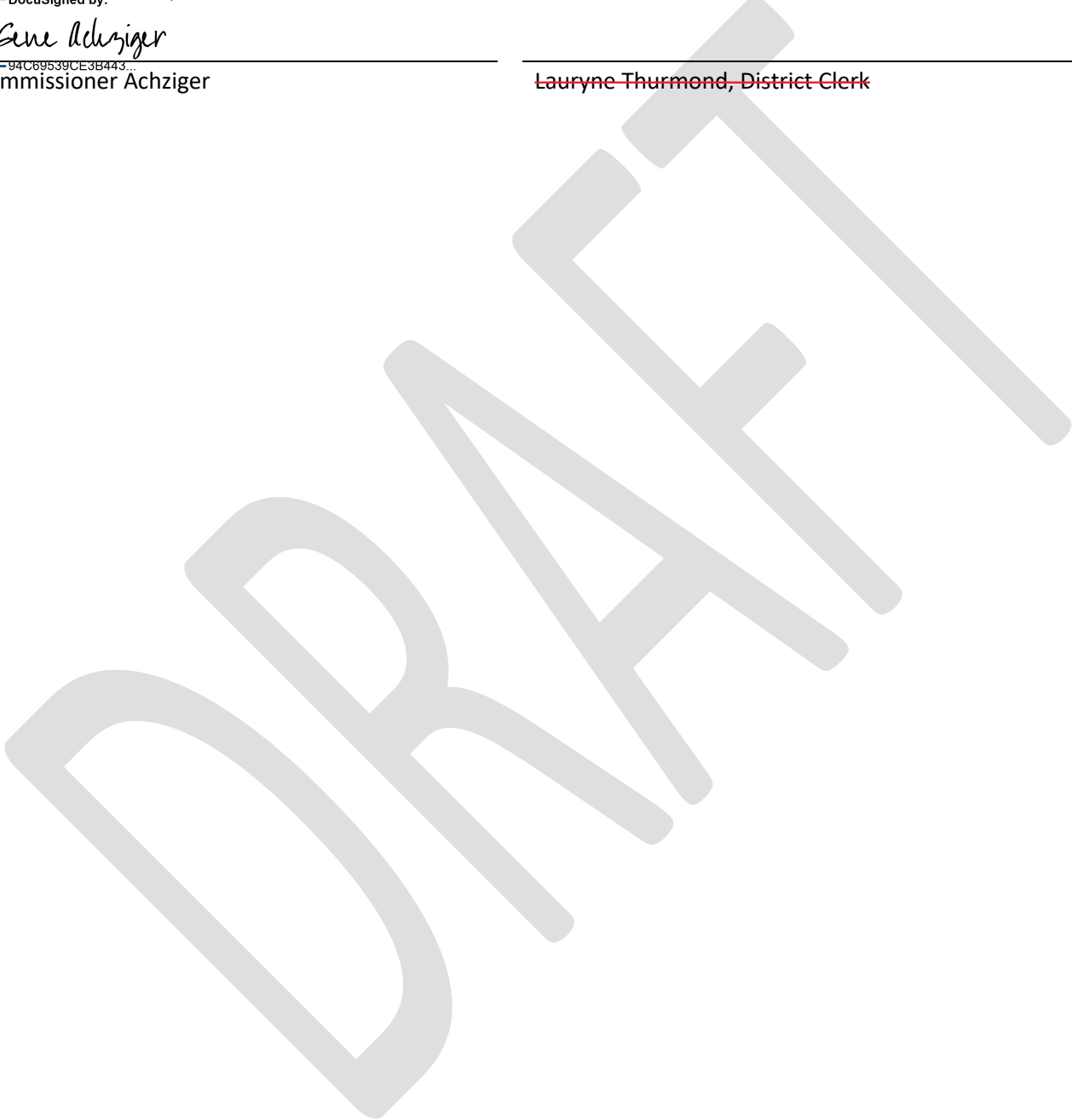
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Commissioner Stender

~~Lauryne Thurmond, District Clerk~~



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