CALL TO OPDED DOLL CALL



Des Moines Pool Metropolitan Park District

August 26, 2025 7:00 p.m. Regular "Hybrid" Meeting

Meetings are hybrid: being held remotely using Zoom and in-person at the Des Moines Pool MPD District Office (22015 Marine View Dr. So. – Main floor). If you wish to listen in, please do so at 1-253-205-0468; Meeting ID: 819 0394 9303; Passcode: 593921. Any questions or comments should be directed to Scott Deschenes, District General Manager at (206) 429-3852 or by email at scott.deschenes@desmoinespool.org. Public comment for those who cannot physically attend will be due by email to info@mtrainierpool.com by noon on the day of each meeting. Patrons that can attend in-person will be allotted three minutes during public comment (#5). This is due to the hybrid format of the meetings.

AGENDA

7.00	1. CALL TO ORDER ROLL CALL	
7:01	2. PLEDGE OF ALLEGIANCE	pp 4
7:02	3. ADOPTION/MODIFICATIONS OF AGENDA	
7:03	4. ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS	
7:04	5. PUBLIC COMMENT (Please Limit to Three [3] Minutes) Hybrid Meeting: If you are unable to physically attend and wish to make public writing via email to info@mtrainierpool.com by Noon on Tuesday, August 26. address, and contact phone number. All timely submitted public comments with subject to the time limit. Any public comments received after noon, will be rearregular meeting	Please include your name, Il be read at the meeting
7:08	6. CONSENT AGENDA a. EXPENDITURE/REVENUE FOR JULY b. STAFF/CONTRACTOR/COMMITTEE REPORTS District General Manager Report c. ADOPTION OF MINUTES	pp 5 pp 6-9 pp 10-21

July 1, Special Meeting pp 22-24
July 22, Regular Board Meeting pp 25-29
July 24, Special Meeting pp 30-31
July 31, Special Meeting pp 32-33
d. CORRESPONDENCE
None
e. BANK TRANSFERS (MRP REVENUE)
f. VOUCHER APPROVAL
\$49,475.02 was processed in July 2025 for warrant requests.
q. KING COUNTY ELECTRONIC FUNDS TRANSFERS (EXPENSES)

\$104,143.02 was processed in July 2025 for payroll and payments. pp 44-49

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 meetings are being held hybrid including remotely. See the information above to join a meeting. If you have any questions, please contact Scott Deschenes, District General Manager, 206.429.3852.

	7.	OLD B	USINESS	
7:09		a.	Next Steps: Levy Planning	pp 50-56
7:24		b.	Stakeholder Homework.	pp 57-63
7:29		C.	50 th Anniversary Planning	pp 64-88
7:32		d.	HSD Lease Amendment	pp 89-90
7:35		e.	Policy 535 Cash & Deposit Management (second touch)	pp 91-93
7:39		f.	AWC-RMSA Training/Onboarding Update	pp 94-95
7:44		g.	Fall Parent/Child Test Rate	pp 95-99
7:50		h.	Q2 Financial Report	pp 100-106
7:55		i.	Water Tank Project – Lead Time Ordering	pp 107-112
8:00		j.	Emergency Electrical Change Order.	pp 113-119
8:05		k.	CivicRec Document Management Software.	pp 120-127
	8.	NEW	BUSINESS	
8:08		a.	Scholarship Process Changes (first touch)	pp 128-1322
8:12		b.	Policy 540 Admissions, Credits & Refunds (first touch)	pp 133-138
8:14		c.	Closure/Schedule Wrap-up	pp 139-153
8:17		d.	SAO Free Services: Lean Processes & Team Building	pp 154

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8:22 9. **EXECUTIVE SESSIONS**

- a. Executive Session #1: "COMPLAINT AGAINST EMPLOYEE" pp 155

 To receive and evaluate complaints or charges brought against a public officer or employee.
- b. Executive Session #2: "PERFORMANCE OF A PUBLIC EMPLOYEE" pp 156

 To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public

9:22 **10. GOOD OF THE ORDER**

pp 157-158

11. UPCOMING MEETINGS/EVENTS

- September 21, 2025 (Sunday), 50th Anniversary, Noon, Location Mount Rainier Pool (22722 19th Avenue S, Des Moines, WA)
- September 23, 2025 (Fourth Tuesday), Regular Board Meeting, 7:00 p.m., Location DMPMPD Office (22015 Marine Drive So. #2B, Des Moines, WA)

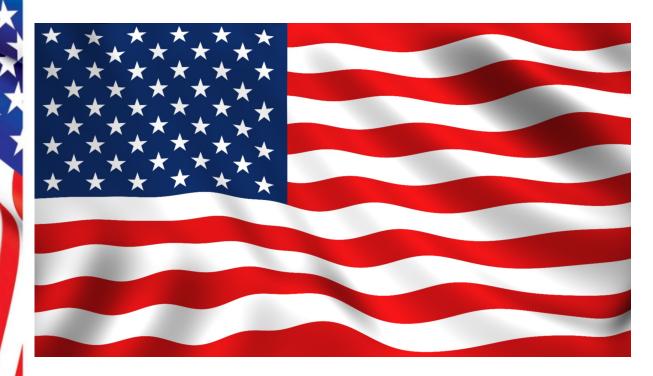
For other future meetings, click here to visit our website's governance page.

ADJOURNMENT

22015 Marine View Drive South, Suite 2B, Des Moines WA 98198 (Physical Location) 22722 19th Avenue South, Des Moines, WA 98198 (Mailing Address)

The Pledge of Allegiance

I pledge allegiance
to the Flag
of the United States
of America,
and to the Republic
for which it stands,
one Nation under God,
indivisible, with liberty
and justice for all.



Des Moines Pool Metropolitan Park District

AGENDA ITEMS SUMMARY SHEET

Meeting Date: August 26, 2025

Attachment: Yes_

Assigned to: District GM

To improve process and better utilize time, the following items have been moved to the Consent Agenda:

Agenda Item #: 6a-g

Under: Consent Agenda

Subject: Consent Agenda

Background/Summary:

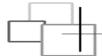
Item 6a: Financial SummaryJuly Expenses and Revenue

Item 6b: Staff/Committee Reports District General Manager Bi-Monthly Reports Item 6c: Adoption of Minutes (from previous month) July 1, 2025, Special Meeting July 22, 2025, Regular Board Meeting July 24, 2025, Special Meeting July 24, 2025, Special Meeting July 31, 2025, Special Meeting							
Item 6d: Correspondence							
Item 6e: Bank Transfers (MRP Revenue)							
Item 6f: Voucher Approval - The following voucher/warrants totaling \$49,475.02 were approved for payment. • \$1,670.10 was processed on June 30, 2025 • \$23,895.72 was processed on July 14, 2025 • \$6,743.77was processed on July 16, 2025 • \$7,694.20 was processed on July 18, 2025 • \$9,471.23 was processed on July 23, 2025							
Item 6g: Funds Transfers (Payroll) - The following Electronic Transfers to King County totaling \$104,143.02 were processed for payment. • \$56.15 was approved for Heartland Payment Systems on June 30, 2025 • \$42,470.73 was approved for payroll on July 15, 2025 • \$1,753.09 was approved for Dept of Retirement Systems (DRS) on July 21, 2025 • \$39,146.96 was approved for payroll on June 30, 2025 • \$18,963.00 was approved for AWC-RMSA on July 31, 2025 • \$1,753.09 was approved for Dept of Retirement Systems (DRS) on July 21, 2025 A total of \$153,618.04 was processed in July 2025 under the oversight of the Clerk of the Board. Per RCW 42.24.180(3), "The legislative body shall provide for its review of the documentation supporting claims paid and for its approval of all checks or warrants issued in payment of claims at its next regularly scheduled public meeting or, for cities and towns,							
at a regularly scheduled public meeting within one month of issuance". Fiscal Impact: Detailed above.							
Proposed Motion: I move to approve (or not to approve) the Consent Agenda including the vouchers and electronic transfer requests processed in July 2025 totaling \$153,618.04. (Includes insurance payment.) Reviewed by District Legal Counsel: Yes Nox Date:							
Two Touch Rule: N/A First Board Meeting (Informational) N/A Second Board Meeting (Action) Action Taken: Adopted Postponed Follow-up Needed: Yes No X Report back date:							
Notes: - Attachments: Various							



July 2025 REVENUES

Account Number	Reference	Jul 2025	YTD Balance	2025 Budget	Budget Balance
	General Fund Taxes				
001-000-000-311-11-00-00	Property Taxes	\$21,030.42	\$1,195,253.96	\$2,339,312.76	\$1,144,058.80
001-000-000-311-11-00-01	Timber Harvest Tax	\$0.00	\$0.03	\$0.00	\$0.00
001-000-000-317-20-00-00	Leasehold Excise Tax	\$0.00	\$6,240.37	\$0.00	(\$6,240.37)
	Total General Fund	\$21,030.42	\$1,201,494.36	\$2,339,312.76	\$1,137,818.40
	Charges for Goods and Services				
001-000-000-347-60-00-00	Normandy Pk - Pool Use Fee (annual)	\$0.00	\$0.00	\$25,000.00	\$0.00
	Total Charges for Goods and Services	\$0.00	\$0.00	\$25,000.00	\$0.00
	Miscellaneous Revenues				
001-000-000-361-11-00-00	Investment Interest	\$0.00	\$43,142.85	\$30,000.00	(\$13,142.85)
001-000-000-367-00-00-01	Contributions/Donations (to Scholarships)	\$0.00	\$31,300.00	\$0.00	\$31,300.00
001-000-000-369-81-00-00	Cash Over/Shorts (Refunds)	\$0.00	\$0.00	\$0.00	\$0.00
001-000-000-369-81-00-02	Misc Revenue	\$2,123.66	\$2,123.66	\$1,651,216.72	\$1,649,093.06
001-000-000-369-81-00-03	MRP Cash Deposits	\$1,459.00	\$8,996.51	\$50.,000.00	\$41,003.49
001-000-000-369-81-00-04	MRP Credit Card Deposits and Refunds	\$10,390.83	\$103,442.04	\$147,500.00	\$44,057.96
001-000-000-369-81-00-05	Reimbursements (Fitness Specialists)	\$555.00	\$1,835.00	\$2,500.00	\$665.00
	Total Revenue	\$14,528.49	\$190,840.06	\$1,878,716.7	2 \$1,687,876.66
	Capital Projects/Reserve				
301-000-000-397-00-00-00	Transfer from General Fund - Capital	\$0.00	\$0.00	\$1,124,110.52	\$1,124,110.52
001-000-000-397-00-00-00	Transfer from Capital Projects Fund	\$0.00	\$0.00	\$0.00	\$0.00
	Total Capital Projects/Reserve	\$0.00	\$296,117.10	\$1,124,110.52	\$827,993.42
	Grand Total Revenue	\$35,558.91	\$1,688,451.52	\$4,243,029.48	\$2,554,577.9



July 2025 EXPENDITURES

Beginning Monthly Balance = \$2,453,021.90 Ending Monthly Balance = \$2,346,877.33

Category/ Acct #	Reference	Jul 2025	YTD Expense	2025 Budget	Budget Balance	% of Budget
Salaries & Wages						
001-000-000-576-20-10-00	Commissioners Subsidies	\$1,313.84	\$8,898.57	\$20,000.00	\$11,101.43	44.49%
001-000-000-576-20-10-01	District Manager Salary	\$6,715.07	\$43,626.36	\$101,000.00	\$57,373.64	43.19%
001-000-000-576-21-10-01	Aquatics Mgr Salary	\$6,394.94	\$44,640.41	\$103,434.24	\$58,793.83	43.16%
001-000-000-576-21-25-01	Aquatic Coordinators	\$4,723.41	\$37,279.06	\$153,000.00	\$115,720.94	24.37%
001-000-000-576-21-30-04	Lifeguards (Lead, PPT, TPT, Instructors)	\$36,685.62	\$200,743.03	\$360,000.00	\$159,256.97	55.76%
001-000-000-576-21-30-05	Water Exercise Instructor	\$774.63	\$5,188.27	\$10,000.00	\$4,811.73	51.88%
001-000-000-576-21-30-06	Front Desk Administrator	\$4,422.18	\$30,382.11	\$65,000.00	\$34,617.89	46.74%
001-000-000-576-21-32-02	Head Lifeguards Total Salaries & Wages	\$2,577.68 \$63,607.37	\$21,264.73 \$392,022.54	\$70,000.00 \$882,434.24	\$48,735.27 \$490,411.70	30.38% 44.43%
Taxes & Misc						
001-000-000-576-21-21-19	Payroll Taxes	\$19,324.47	\$124,363.87	\$235,000.00	\$110,636.13	52.92%
001-000-000-576-21-33-00	Sick Pay	\$65.04	\$3,089.33	\$3,500.00	\$410.67	88.27%
001-000-000-576-21-33-04	Overtime (OT)	\$0.00	\$147.24	\$2,500.00	\$2,352.76	5.89%
001-000-000-576-21-33-05	Family Medical Leave (FMLA)	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
	Total Taxes & Misc	\$19,389.51	\$127,600.44	\$242,000.00	\$114,399.56	52.73%
Personal Benefits	D	AF 007 00	000 400 00	***	#5.500.00	00.500/
001-000-000-576-20-22-30	Personal Benefits (DRS & OASI tax)	\$5,297.08	\$26,409.32	\$32,000.00	\$5,590.68	82.53%
001-000-000-576-20-22-40	Fringe Benefits (Car, Mileage)	\$150.00	\$4,288.00	\$2,000.00	(\$2,288.00)	214.40%
001-000-000-576-21-22-30	Personal Benefits (AWC & tax)	\$2,795.52	\$23,705.15	\$55,000.00	\$31,294.85	43.10%
001-000-000-576-21-25-05	Incentive Pay Total Personal Benefits	\$0.00 \$8,242.60	\$0.00 \$54,402.47	\$500.00 \$89,500.00	\$500.00 \$35,097.53	0.00% 60.78%
Office Supplies						
001-000-000-576-20-35-00	Office Equipment (non-capitalized-SAA)	\$0.00	\$1,077.03	\$3,500.00	\$2,422.97	30.77%
001-000-000-576-20-35-01	Computer Equipment & Supplies (Non-capitalized)	\$0.00	\$2,323.93	\$2,500.00	\$176.07	92.96%
001-000-000-576-21-35-03	Office Supplies (Amazon/staples)	\$8.00	\$623.42	\$2,500.00	\$1,876.58	24.94%
	Total Office Supplies	\$8.00	\$4,024.38	\$8,500.00	\$4,475.62	47.35%
Maintenance & Repair Su	• -					
001-000-000-576-21-31-00	Maintenance Supplies and Small Tools	\$0.00	\$523.57	\$1,000.00	\$476.43	52.36%
001-000-000-576-21-35-02	Cleaning & Janitorial Supplies	\$900.00	\$5,048.65	\$8,500.00	\$3,451.35	59.40%
	Total Maintenance & Repair Supplies	\$900.00	\$5,572.22	\$9,500.00	\$3,927.78	58.65%
Pool Supplies				A = 000 00	* * * * * * * * * * * * * * * * * * *	00.000/
001-000-000-576-21-35-14	Misc Pool Equipment (ER&R)	\$0.00	\$3,116.65	\$5,000.00	\$1,883.35	62.33%
001-000-000-576-21-35-15	Special Pool Events	\$165.24	\$383.06	\$1,800.00	\$1,416.94	21.28%
001-000-000-576-21-40-00	Employee Recognition	\$0.00	\$488.95	\$2,500.00	\$2,011.05	19.56%
001-000-000-576-21-42-06	Uniforms &Clothing	\$0.00	\$0.00	\$3,000.00	\$3,000.00	0.00%
001-000-000-576-21-43-06	First Aid Supplies	\$0.00	\$143.18	\$2,000.00	\$1,856.82	7.16%
001-000-000-576-21-49-01	Lifeguard Supplies & Equip Total Pool Supplies	\$0.00 \$165.24	\$2,834.59 \$6,966.43	\$5,000.00 \$19,300.00	\$2,165.41 \$12,333.57	56.69% 36.10%
Professional Svcs - Cleric	• •					
001-000-000-576-20-41-03	Financial Services (Bookkeeping Contingency)	\$150.02	\$3,351.84	\$5,000.00	(\$1,746.00)	134.92%
001-000-000-576-20-41-04	Legal Services Contract (Snure)	\$450.00	\$6,746.00	\$12,000.00	\$10,672.00	11.07%
001-000-000-576-20-41-05	Financial Management Software (VisionMS)	\$0.00	\$1,328.00	\$3,300.00	(\$51.84)	101.57%
001-000-000-576-20-41-14	IT Server Hosting (CMIT)	\$0.00	\$1,800.00	\$2,500.00	\$700.00	72.00%
001-000-000-576-20-41-16	IT Services Workstations - Router (CMIT	\$0.00	\$11,406.00	\$28,000.00	\$16,594.00	40.74%
001-000-000-576-20-49-10	Printing/Copying (Canon)	\$144.77	\$825.49	\$2,500.00	\$1,674.51	33.02%
001-000-000-576-21-42-03	Registration Software (Civic Rec/Rec 1)	\$0.00	\$0.00	\$5,300.00	\$5,300.00	0.00%
001-000-000-576-21-42-04	Credit Card Transactions (Authorize.net)	\$89.90	\$626.20	\$1,000.00	\$373.80	62.62%
001-000-000-576-21-42-05	Payroll/Merchant Fees (Heartland)	\$1,981.59	\$7,676.35	\$9,000.00	\$1,323.65	85.29%
001-000-000-576-21-42-09	Scheduling Software/Timekeeping	\$0.00	\$2,468.48	\$3,000.00	\$531.52	82.28%
	Total Prof Services-Front Offc	\$2,816.28	\$36,228.36	\$71,600.00	\$35,371.64	50.60%
Professional Svcs - Mainto	enance					
001-000-000-576-21-31-01	Custodial Qtly Deep Clean (MRP)	\$0.00	\$4,115.97	\$4,000.00	(\$115.97)	102.90%
001-000-000-576-21-31-02	CO2 Services (Central Welding)	\$389.15	\$2,060.07	\$2,750.00	\$689.93	74.91%
001-000-000-576-21-31-03	AHU/VFD Maintenance (Sunbelt)	\$3,839.92	\$7,679.84	\$6,750.00	(\$929.84)	113.78%
001-000-000-576-21-41-20	Gutter and Roof Management	\$0.00	\$0.00	\$3,000.00	\$3,000.00	0.00%
001-000-000-576-21-41-30	Landscaping Services (NW Landscape)	\$0.00	\$3,729.18	\$6,250.00	\$2,520.82	59.67%
001-000-000-576-21-42-04	Towing (Pete's Towing)	\$0.00	\$0.00	\$2,668.00	\$2,668.00	0.00%
001-000-000-576-21-42-08	Water/Coffee (Mountain Mist)	\$158.68	\$514.17	\$1,250.00	\$735.83	41.13%
001-000-000-576-21-48-02	Rekey Services (Bill's Locksmith)	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%

July 2025 Expenditures Page 1

Category/ Acct #	Reference	Jul 2025	YTD Expense	2025 Budget	Budget Balance	% of Budget
001-000-000-576-21-48-10	Maintenance Contract (MacD-Miller)	\$0.00	\$13,975.02	\$30,000.00	\$16,024.98	46.58%
001-000-000-576-21-48-11	Water Quality Main Contract (Aq Spec)	\$0.00	\$5,016.44	\$11,000.00	\$5,983.56	45.60%
	Total Prof Services-Maintenance	\$4,387.75	\$37,090.69	\$68,668.00	\$31,577.31	16.21%
Panaira & Maintanana						
Repairs & Maintenance 001-000-000-576-21-48-00	Maintenance Services (non-contracted)	\$0.00	\$29,332.92	\$88,500.00	\$59,167.08	33.14%
001-000-000-370-21-40-00	Total Repairs & Maintenance	\$0.00	\$29,332.92	\$88,500.00	\$59,167.08	33.14%
	•					
Communications						
001-000-000-576-20-41-02 001-000-000-576-20-42-01	Web Design & Maintenance Telephone/Internet (Comcast)	\$0.00 \$513.72	\$2,322.34 \$4,123.76	\$3,000.00 \$5,200.00	\$677.66 \$1,076.24	77.41% 79.30%
001-000-000-576-20-42-01	Email Notification System (CampaignMonitor)	\$69.00	\$552.00	\$750.00	\$1,076.24	73.60%
001-000-000-576-20-42-10	Desktop Licenses (MS & Misc)	\$298.64	\$2,495.47	\$3,200.00	\$704.53	77.98%
001-000-000-576-21-41-14	Remote Meeting Software (GoToMtg,Zoom)	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
001-000-000-576-21-42-07	Postage and Mailing	\$26.10	\$483.16	\$250.00	(\$233.16)	193.26%
001-000-000-576-21-42-14	Elevate Phone System	\$0.00	\$1,335.25	\$3,000.00	\$1,664.75	44.51%
001-000-000-576-21-42-03	Work Email Accounts (Google Suite)	\$49.27	\$437.83	\$600.00	\$162.17	72.97%
	Total Communications	\$956.73	\$11,749.81	\$16,300.00	\$4,550.19	72.08%
Training & Travel						
001-000-000-576-20-43-08	Community Advisory Committee	\$0.00		\$5,000.00	\$5,000.00	0.00%
001-000-000-576-21-43-01	Misc Travel Expenses (Lodging, Per Diem)	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
001-000-000-576-21-43-03	Certifications (non WSI)	\$0.00	\$376.00	\$3,500.00	\$3,124.00	10.74%
001-000-000-576-21-43-04 001-000-000-576-21-43-05	In Service Supplies (Internal Training) Swim Lesson Licensing (Amer Red Cross)	\$0.00 \$0.00	\$103.41 \$2,085.00	\$2,500.00 \$1,750.00	\$2,396.59 (\$335.00)	4.14% 119.14%
001-000-000-576-21-43-05	Management Staff Training	\$0.00	\$2,085.00	\$1,750.00	\$1,470.00	16.00%
001-000-000-576-21-43-10	Travel for Business (Mileage, Tolls)	\$0.00	\$0.00	\$1,250.00	\$1,250.00	0.00%
	Total Training & Travel	\$0.00	\$2,844.41	\$16,750.00	\$13,905.59	16.98%
Advertising						
001-000-000-576-20-41-00	Public Outreach Events	\$0.00	\$0.00	\$2,500.00	\$2,500.00	0.00%
001-000-000-576-20-41-07	District Advertising	\$1,782.00	\$7,269.50	\$8,000.00	\$730.50	90.87%
001-000-000-576-20-41-13	Sponsorship Supported	\$0.00	\$0.00	\$200.00	\$200.00	0.00%
001-000-000-576-20-41-20	Social Media Advertising	\$128.21	\$346.00	\$2,000.00	\$1,654.00	17.30%
001-000-000-576-20-41-40	Ad Design	\$0.00	\$50.00	\$450.00	\$400.00	11.11%
001-000-000-576-20-42-05	Bulk Mailing - District Postcard	\$0.00 \$0.00	\$0.00 \$0.00	\$4,000.00	\$4,000.00	0.00% 0.00%
001-000-000-576-20-49-09	Bulk Printing - District Postcard Total Advertising	\$1,910.21	\$7,665.50	\$2,500.00 \$19,650.00	\$2,500.00 \$11,984.50	39.01%
	Total Advertising	ψ1,010.21	\$1,000.00	\$10,000.00	\$11,004.00	00.0170
Rentals & Leases						
001-000-000-576-20-45-00	District Office Rental (Zen)	\$0.00	\$4,305.00	\$9,000.00	\$4,695.00	47.83%
001-000-000-576-20-45-01	Storage Rental (AAAA)	\$300.00	\$2,720.00	\$4,000.00	\$1,280.00	68.00% 0.00%
001-000-000-576-20-45-02 001-000-000-576-20-45-05	Miscellaneous Rentals Meeting Room Rental	\$0.00 \$0.00	\$0.00 \$0.00	\$2,500.00 \$500.00	\$2,500.00 \$500.00	0.00%
001-000-000-370-20-43-03	Total Rentals & Leases	\$300.00	\$7,025.00	\$16,000.00	\$8,975.00	43.91%
Utilities	51 44 N (DOS)	40.000.70		* • • • • • • • • • • • • • • • • • • •	000.054.70	47.000/
001-000-000-576-21-47-00	Electricity (PSE)	\$9,020.78	\$79,948.30	\$170,000.00	\$90,051.70	47.03% 60.75%
001-000-000-576-21-47-02 001-000-000-576-21-47-03	Water (Highline) Garbage/Recycling (Recology)	\$1,015.62 \$0.00	\$5,467.86 \$3,926.89	\$9,000.00 \$7,250.00	\$3,532.14 \$3,323.11	54.16%
001-000-000-576-21-47-04	Sewer (Midway)	\$1,193.45	\$4,214.32	\$4,750.00	\$535.68	88.72%
	Total Utilities	\$11,229.85	\$93,557.37	\$191,000.00	\$97,442.63	48.98%
Insurance						
001-000-000-576-20-46-00	Insurance - WCIA, AWC	\$0.00	\$34,278.36	\$58,000.00	\$23,721.64	59.10%
	Total Insurance	\$0.00	\$34,278.36	\$58,000.00	\$23,721.64	59.10%
Miscellaneous						
001-000-000-576-20-49-07	Misc. Services/Discrepancies	\$20.22	\$4,955.93	\$500.00	(\$4,455.93)	991.19%
001-000-000-576-20-49-08	Printing & Copying (Outside Vendors)	\$0.00	\$218.47	\$1,250.00	\$1,031.53	17.48%
001-000-000-576-20-49-60	Dues/Membershp/Subscriptions	\$720.86	\$3,832.20	\$5,000.00	\$1,167.80	76.64%
001-000-000-576-20-51-50	Background checks	\$232.00	\$406.00	\$1,250.00	\$844.00	32.48%
001-000-000-576-21-40-20	Scholarships (Faith Callahan)	\$119.00	\$1,198.10	\$3,500.00	\$2,301.90	34.23%
	Total Miscellaneous	\$1,092.08	\$10,610.70	\$11,500.00	\$889.30	92.27%
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Intergovernmental Services						
001-000-000-576-20-41-11	SAO Audit	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
001-000-000-576-20-51-02	Inspections (Fire Ext)	\$0.00	\$159.00	\$500.00	\$341.00	31.80%
001-000-000-576-20-51-03	B&O Tax/Agency (DOR)	\$0.00	\$4,664.17	\$11,000.00	\$6,335.83	42.40%
001-000-000-576-20-51-10	Services Contract (City of Des Moines)	\$270.00	\$1,395.00	\$4,000.00	\$2,605.00	34.88%
001-000-000-576-21-49-20	Permits & Fees (KCHD, CoDM	\$4,986.31	\$9,807.47	\$2,000.00	(\$7,807.47)	490.37%
	Total Intergov Services	\$5,256.31	\$16,025.64	\$22,500.00	\$6,474.36	71.23%
		•	•		•	
Capitals		^	** • • •	#	*= 00	0.000:
001-000-000-594-76-41-02	Capital - Architects/Engineers	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
001-000-000-594-76-41-03 001-000-000-594-76-41-04	Capital - Architects/Engineers YASG (Strainer Basket, Piping & Boiler Tanks)	\$4,553.00 \$0.00	\$4,553.00 \$0.00	\$1,000.00 \$213,116.72	(\$3,553.00) \$213,116.72	455.30% 0.00%
001-000-000-594-76-41-05	BS4K (Air Handling Unit)	\$0.00	\$0.00	\$1,438,100.00	\$1,438,100.00	0.00%
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July 2025 Expenditures Page 2

Category/ Acct #	Reference	Jul 2025	YTD Expense	2025 Budget	Budget Balance	% of Budget
001-000-000-594-76-41-07	Shower Piping Repairs	\$0.00	\$0.00	\$12,000.00	\$12,000.00	0.00%
301-000-000-397-00-00-00	Transfer From General Fund to Capital	\$0.00	\$0.00	\$1,124,110.50	\$1,124,110.50	0.00%
	Total Capitals	\$4,553.00	\$4,553.00	\$2,788,827.22	\$2,784,274.22	0.16%
	TOTAL ADMINISTRATION	\$18,555.43	\$186,173.74	\$353,600.00	\$167,426.26	52.65%
	TOTAL OPERATIONS	\$101,706.50	\$690,823.50	\$1,478,102.24	\$787,278.74	46.74%
	TOTAL CAPITAL	\$4,553.00	\$9,106.00	\$2,788,827.22	\$2,784,274.22	0.33%
GRAND TOTALS		\$124,814.93	\$886,103.24	\$4,620,529.46	\$3,738,979.22	19.18%

Target 58.33%

July 2025 Expenditures Page 3

DES MOINES POOL METROPOLITAN PARK DISTRICT

Date: Thursday, July 17, 2025
To: District Board Commissioners

From: Scott Deschenes, District General Manager

Subject: Bi-Monthly Reports to Board Between July 23-August 22

SENT FRIDAY, JULY 25:

BOARD MEETINGS WRAP-UP

- Next Meeting: We will have our Special Meeting on Thursday, July 31 at 11am. I will send out a meeting invite and packet early next week.
- Signatures: Angela sent out the June 6 and 24, and Resolution 2025-07 for the emergency repair.
- <u>Minutes</u>: Angela will send out minutes after next week's meeting. She is taking over doing the minutes for July.

CIVICREC

I got CivicRec to waive the fee for one year to test out there document download system. I am hoping to use this to get more scholarships, and better use the translation of our system to make it easier to apply. I think having people fill out paper forms is holding us back. The value of the software is \$2,750/year.

AUGUST CLOSURE

We sent the following message out on Thursday, and posted information on the website. Sorry, I spent most of Wednesday setting these things up, as we need time to schedule and plan for these items.

- Cleaning: I have setup the cleaning, and Quentin is working to schedule them.
- <u>Electrical Repairs</u>: We notified the city's project manager of scheduling the repairs, and that should also be completed in August.
- <u>Emergency Repairs to Surge Pit</u>: Myles of MLA and I will start interviewing contractors next week for the repairs. We have received one response so far.
- <u>CivicRec Payment Systems</u>: This changeover will start the second week of August. I will contact CMIT to install the terminals once it is install.
- <u>Woodchips</u>: Staff want hours during the closure, so we will have them install woodchips in the stones area and around the main trees at the entry.
- Parking Lot Painting: The city will paint the lines throughout the parking lot, while we will need to paint the yellow paint on the curbs including stenciling. This came up during our most recent fire inspection.
- <u>Midway Sewer Notification</u>: Quentin will be notifying Midway Sewer that we will be dumping about 1.5 million gallons of water in August. He is also checking to ensure how long water should sit before dumping it. The water change over is for water clarity, especially with our pool that builds up calcium over time. The calcium is added to strengthen the shell of the pool and cracks that occurred during the 2017 closure.
- Roof Warranty Issues: I reached out to the school district about the peeling roof, but at the time of this report, I have not received a response.
- <u>Storage/Surplus</u>: Staff is red tagging items for the August 26 board meeting. Our goal is to surplus items, and asset tag the rest.
- <u>District Office</u>: Staff will be moving all non-essential items from the district office to storage.
- Storage: Staff will be cleaning out the storage unit to free up space. We will be disposing of all nonessential items, and items that no longer have any value. All disposable items will follow best practices for asset thresholds, public records, and safe disposal of liquids and flammables.
- <u>Virtual Comment Box</u>: I also put out a virtual comment box to customers as part of the last email notification. We are going to address the cleaning and shower temperature comments, but the raised

- concrete with the trees in front is a more complex item with the HSD contract, and need to remove trees due to their root structures effecting the concrete. I will respond to each of them.
- <u>HSD</u>: I sent an update about the closure, insurance changeover and grant extensions to HSD, but they have not responded at the time of this email.

INSURANCE TRANSITION

- Work hours: I mailed insurance hours in last week.
- <u>Tour</u>: We will be giving the insurance company a tour of the Mount Rainier Pool on Monday, July 28. Quentin and I talked about double-checking the facility this week, and will have it tip, top shape before the tour.
- Notice: I will let other two insurance providers know once the agreement is finalized.
- <u>HSD Lease</u>: I am sending in the change of insurance to HSD's capital planning next week for the insurance changeover from WCIA to AWC.
- WCIA: I contacted WCIA to ensure there were no other issues that needed to be addressed including any claims after we leave.
- <u>Billing:</u> We received billing for August-December (5/12 or 41.66% of year) and it will only be \$18,963. This is consistent with the estimate they gave us earlier this year.

PRIVATE SWIM LESSONS

Emmitt reported that all private swim lessons we offered were filled. Our process is to focus on group lessons to serve the most people, and any open class spaces are filled with private lessons. Below is a link to the email that was sent out.

https://createsend.com/t/d-5D6051FA75405EE82540EF23F30FEDED

BILLING

All will show up in Q3 revenue reports.

- SMAC: As Quentin mentioned, we will be sending out billing to SMAC for the first half of the year.
- City of Normandy Park: We will also sent out our 2025 ILA billing.
- <u>Highline School District</u>: We are a little late, but will be sending out our billing for HSD's scoreboard usage for 2024-2025 season.
- KCYAS Youth Swim Free: We are also sending in our billing for \$10,000.
- Des Moines Legacy Foundation: DMLF has offered to kick in an additional (up to \$2,500). This is for swimmers that are able to use the pool between running out on the KCYAS Youth Swim Free Grant and the remaining usage until our August 4th closure.

GRANT UPDATES

I sent emails out on Wednesday, but we will received one grant, and the other has been moved forward to the King County Council as recommended.

- <u>Lifeguard Regional Training</u>: We received approval for \$38,000 for 2026. We will work with local outdoor pools and may reach out to Angle Lake. This should help with having more trainer lifeguards in our area.
- <u>Electric Repairs</u>: As presented at last night's meeting, we also applied for a grant to replace the power boxes at the pool. The current boxes are deteriorating and were built in the 1970s before computers and other electronics that our system was not built to power. The grant is moving on to the council to be approved. We should know later this Fall with awards in 2026. Our goal is to include this project in our 2026 March closure.
- Youth Swim Free Updates: We are at about \$10,500 in pool usage for the youth swim free grant with just over a week left in the grant.

MAINTEANCE AND TECHNICAL UPDATES

- Wasps: Quentin contacted a pest exterminator to remove wasps from a couple of places around the facility. As part of the service, they will come out to check the site in a couple of weeks.
- Water Clarity: I got an email about water quality. I explained that we will be dumping some water during the closure.

• <u>Cash Registers</u>: Angela got the two cash registers fixed to allow not using the key. The key will now be locked in the key safe and only accessible by managers and head lifeguards.

50th ANNIVERSARY PLANNING

I am working with the public outreach committee to schedule a meeting for next week. I also reached out to Gene with an ad idea. I want to add a picture of the promotional (commemorative) duck giveaway for the event. I am awaiting a sample of the duck, and plan to order 600. Below is a general sample without the artwork.



OUTREACH

- <u>SplashForward</u>: We are going to schedule a meeting with SplashForward out of Bellevue about steps they have taken to
- <u>Partnerships</u>: Quentin and Kyle from KCAC are working on a partnership for training, and other potential partnership opportunities to better share resources.

RENTAL FRIDAY

We hosted the South King Fire Search and Rescue for training on Friday, June 25 from 9am-Noon.

IMAGES FROM LAST WEEKEND

Below are two slides with pictures from last weekend's event. As Patrice mentioned there is also an Instagram site with pictures.



Waterland Children's Festival Wrap-up



Waterland Parade Wrap-up

FEATURED RESEARCH

HSD has an email notification system that covers their capital planning including CFAC. If you would like to sign up for this, let me know if you need help. Below is their information on their November 2026 Levy. https://www.highlineschools.org/2025-levy

RESEARCH

- Budget cuts hit water safety advocacy (Aquatics
 International) https://www.aquaticsintl.com/facilities/budget-cuts-hit-water-safety-advocacy_o
- Inclusion against all odds (Aquatics International) https://www.aquaticsintl.com/facilities/management-operators/inclusion-against-the-odds_o
- 2025 legislation regarding procurement (MRSC) https://mrsc.org/stay-informed/mrsc-insight/july-2025/2025-legislation-procurement
- Local impacts of big beautiful bill (NLC) https://www.nlc.org/article/2025/07/11/local-impacts-from-congress-one-big-beautiful-bill/

SENT FRIDAY, AUGUST 8:

JULY BOARD MEETING MINUTES

We should have minutes out for review early next week. We will have edits for July 1, 22, 24 & 31.

NEXT BOARD MEETING

Just a reminder that at this time the next meeting is August 26, 2025, at 7pm.

AWC-RMSA

- Meeting and Tour: We had our meeting and tour of the pool on July 28. We also met afterwards, and discussed liability, trainings, policy center and other items that will benefit us. One item that we can discuss cutting from another service is that Heartland Payroll offers free HR services that a similar process is now included as part of their services. This includes items to put together for our employee handbook. They also have services that will directly tie into our SAO audit recommendations that should have us have better cyber and financial processes.
- Annual Meeting/Conference: The district gets two free invitations to Lake Chelan for AWC's conference on October 7-9. If the board wishes to send someone, please let me know. The meeting includes a \$1k loss prevention grant in addition to the money listed at the July 22 meeting. This should give us \$2,800 to use for a safety upgrade at the pool.
- <u>Trainings</u>: We are working on a training outline for staff. Per the July 22 meeting, we are required to pay deductibles, if staff are not trained in certain areas including cyber, finance and driving. We will present this at the August 26 meeting including trainings for elected officials.

CLOSURE UPDATE

- <u>Emergency Surge Pit Repairs</u>: We have contracted Contech to do the repairs for up to \$20k. They will be here the week of August 11 and hope to have the project completed sometime in the next week, but we may use some of the next week, if needed.
- Meeting with Pacific MS Construction: The power for the pool runs under Pacific MS's project and will need to be shutoff and redirected. HSD is unsure of when this will be accomplished and estimates it will take about two days. They met with us on Monday, August 4th, and looked at hooking up potential generators to the system, if they are unable to do the work between August 4-24.
- Roof Warranty Repairs: Tremco showed up on Tuesday, August 5 to start doing the warranty repairs. They said the needed 7-8 days to complete the work and estimate being done by the end of next week.
- <u>Draining the Pool</u>: We waited until Wednesday to start draining the pool. The reason was we wanted to make sure we had better information from HSD on the electrical closure. Per process, Quentin also checked with Midway Sewer about treatment and processing of water before releasing around 2 million gallons of water. They requested that we only release water between 9am and 5pm (non-peak hours), so this will slow the process down a little this year. We also had staff cleaning the pumice stones and Sound Cleaning deep cleaning the deck. The pool is about a 15-foot fall in the deep end.
- <u>Electrical Repairs</u>: MacMiller came out and reassessed the project. The item got delayed due to pushing the item back a month. We are hoping they will be out the third week of August to complete the work.

- Parking Lot Painting and Repairs from City: The city started to work on the parking lot painting this week, and they also are helping with the handicap signs (including updating one to a van accessible sign) and they are painting the fire lane with the yellow paint that was required during our last fire inspection.
- <u>Pumice Stone Cleaning</u>: Staff are pumice stone deep cleaning all the tile along the edges of the pool and both showers. Staff will take pictures for before and after.
- Storage: With the pool drained, some staff are moving to reorganize and clean storage.
- <u>Deep Cleaning</u>: Sound Cleaning was in on Wednesday, August 6th to complete the deep cleaning of the facility floors. They will be out in two weeks to complete the duct cleaning.
- <u>Pictures</u>: Staff are putting together before and after pictures of items to share at the next meeting and with the public afterwards.
- <u>Landscaper:</u> Quentin met with the landscaper to discuss options to fill in the area between the stones on Thursday. We are exploring if we should do it ourselves or if it is cheaper to contract. We will include information in our next report.
- Payment Systems Changeover: I have all details set on switching off our services from Heartland Payment Systems. I am just waiting for CivicRec to get the new system implemented next week. We do have some people on monthly payments, so I want to make sure that we do not have a period without services.

YOUTH SWIM FREE GRANT UPDATE

I completed the grant paperwork and submitted an invoice for the \$10k. Counting all youth usage between 2024 (1,303) and 2025 (2,448), we were up 188% in 2025 through July 28.

Another item I started noticing was a dramatic increase in parents swimming with their children. Adult daily usage was up 140% from 2024 (986 in 2024 to 1,382 in 2025). *Note-we also expanded our schedule that may have affected this too.*

Also, thank to Des Moines Legacy Foundation, we have extended the grant to August 3rd. They offered up to \$2,500. The usage slowed a little the last week, and we will bill them for an additional \$1,414.25. I posted on Facebook about the extension and forwarded the post to groups in the area.

FALL SCHEDULE UPDATE

We will be putting a schedule update out next week. The last couple of falls, we have not been able to open before 9am. Quentin and Emmitt are working to have a couple of days a week that we are open earlier. They also believe we will be able to be open on Sundays throughout the fall. Both were not possible before this year.

FALL SWIM LESSONS

We have updated our swim lesson page for our Fall swim lessons and swim lesson handbook. I will update the translated documents next week.

https://mtrainierpool.com/swimlessons/

COLIBRI ADS

Gene put together the following ads for Colibri that will be featured in the Des Moines City Currents coming out later this month.



50th ANNIVERSARY PLANNING

- Public Outreach Meeting: I met with the public outreach meeting on July 31.
- James Ellis (Father of Forward Thrust): I sent the attached message to the Division Director of King County Parks. I have not received a response at the time of this message.
- Event Outline and Invitations: I have put together a list of dignitaries along with an outline for the commemoration.
- Plague: I am working on getting an estimate and timeline for production of a plague.
- Rubber Ducks: I ordered about 600 commemorative 50th Anniversary ducks that should be here in a couple of weeks.
- Speeches: I have created talking points for speeches for each board member.
- August 26 Board Meeting: We will give an update and go over the outline at this meeting.

FALL MRHS/HSD USAGE

Mount Rainier Pool will be hosting the MRHS Swim Team and HSD Dive Teams starting with practices on Monday, August 25. We will also be hosting a record five swim meets this Fall.

NEW HIGHLINE SCHOOL DISTRICT CONTACTS

I sent a closure notification to the Highline School District for August 4-24. I was notified that we have two new contacts for the future.

- Clare Goedel Executive Director of Foundational Support (Main Contact)
- Jason Smith Director of Facilities

We will send all correspondence through them except Capital Facilities Support for grants.

AUGUST 30 FARMERS MARKET

We are going to sign up for the August 30 Family Day Farmer's Market. This is a good date for not only the theme, but also that it is right before Fall Swim Lesson Registration and after our closure.

KING COUNTY PARKS LEVY

The 2026-2031 King County Parks Levy is passing at over 70% (60% needed) for 2026-2031. https://www.seattletimes.com/seattle-news/politics/king-county-parks-levy-tax-increase-passing/

RESEARCH

• None currently.

SENT THURSDAY, AUGUST 21:

BOARD MEETING

Just a reminder that our board meeting will be next Tuesday, August 26. I need a little more time in getting the board packet completed and will have it out by Friday afternoon.

POOL CLOSURE

The pool closure is wrapping up, being refilled and we estimate will reopen on Monday, August 25. We will present an update at the August 26 board meeting. You never know with a pool our age what might go wrong when making changes, but staff is doing everything they can to open on time.

I also had to get Finance Committee approval for the work from the electrical estimate going over the estimate. This has been added to the August 26 agenda.

SCHEDULE UPDATE

Staff are updating the schedule for August 25-September 14 when more kids go back to school. The schedule includes early mornings on Monday, Wednesday and Friday mornings, and Sundays. An updated schedule will be posted starting on September 15. We will send this out the week before. This schedule will be sent out later today or early tomorrow.

HSD LEASE AMENDMENT

We were contacted by the Highline School District for payment of pool usage and timing equipment. This has been added to the board packet.

FALL SWIM MEETS

We will be hosting five swim meets this Fall for the MRHS women's swim team season alone. This is the most that we have hosted. The dates for the women's swim team meets are September 11, 18 and October 2, 14 and 18.

50th ANNIVERSARY

We will go over this at the August 26 board meeting. We have ordered the ducks and have the invitations and press releases ready to go out. We also have an estimate for the plaque that we will discuss.

SCOREBOARD DEDICATION

The scoreboard is all setup and ready to be dedicated. Quentin is going to talk to the donor about when they would like the dedication, and then the school district coach about setting up a dedication before the first meet.

FARMERS MARKET

We are participating in the Farmer's Market on Saturday, August 30. We will be promoting the 50th anniversary, fall schedule and swim lessons among other activities.

SAO MEETING

I met with SAO last week on Lean processes and team building, I will update the information at the next board meeting.

AWC-RMSA

- HSD LEASE: Sent proof of insurance into HSD as part of our lease requirements.
- TRAININGS: Presenting trainings needed by all staff, board, and volunteers.

AMERICAN RED CROSS PARTNERSHIP

Quentin is working to setup a partnership with American Red Cross to host trainings as licensed training providers (LTPs). We should have our insurance information in soon.

PRIVATE SCHOOL REQUEST

We had a private school in Burien that requested swim lessons in the middle of the day, while we were closed. We discussed the request and decided it was more important to focus on growing our swim lessons for the Des Moines residents. Below is the email string...

EMAIL RESPONSE FROM EMMITT SEVORES TO REQUESTOR FOR PRIVATE GROUP LESSONS DURING THE DAY (TWO RESPONSES: One in May and one in August)

(1) I was forwarded your email about wanting some swim lessons for around 10 One School Global students. We originally received this inquiry from XXXXX a few weeks ago and tried to reach back out on April 10th and I left her a voicemail.

At this time, this is not something that we are able to do. Our next swim lessons registration is in mid-May, and our next session starts at the very end of May. Would you be planning on having their parents/guardians transport them to and from lessons? Or would it be during the school day?

(2) Hello XXXX,

We would like to thank you for your interest in hosting swim lessons for your students here.

Unfortunately, this is not something that we are able to do this time. After our maintenance closure, we want to put our focus on serving our tax payers in Normandy Park and Des Moines.

If anything changes, we can reach out to you.

Once again, thank you for your interest.

EMAIL FROM PRIVATE SCHOOL TO EMMITT SEVORES

Hello Emmitt.

I wanted to step in and provide some response and insight to your email. Our school is just 10 mins drive from your pool, and all the students live within Normandy Park and Des Moines area, so we are all tax paying citizens in the area. As a resident in Normandy Park, I respect your desire to service the neighbors in the area, but I also feel that is exactly what you would be doing by allowing our private school to have swimming lessons there.

Thank you for considering this.

DISTRICT GM RESPONSE BACK TO SCHOOL

Dear XXXX,

Thank you for your thoughtful message and for highlighting your school community's interest in swim lessons at the Mount Rainier Pool. Emmitt Sevores forwarded me your message. We truly value the role that all residents—whether from Des Moines or Normandy Park—play in supporting the pool through the District.

Currently, our priority is to focus on group lessons that are open to the entire community (Des Moines, Normandy Park and surrounding area). The Mount Rainier Pool was built in 1975 and, despite serving a population that has more than doubled in King County and grown more than seven times in Des Moines alone, the facility has not expanded in size. With limited pool space, offering exclusive school-based lessons would reduce opportunities for other families and create inequities we work hard to avoid.

Additionally, the pool must operate within strict safety and staffing standards. Group lessons are the most efficient way for us to ensure high-quality instruction while serving as many children as possible with the lifeguard and instructor resources available.

That said, your students are welcome to participate in our existing group lesson programs, just as students from other public and private schools in our community do. Families can find registration details and scholarship information on our website's swim lesson page (https://mtrainierpool.com/swimlessons/), and we encourage them to register early as classes fill quickly.

We appreciate your understanding as we balance the needs of our growing community with the limitations of a 50-year-old facility. We hope to see your students in our group lessons soon.

Warm regards,

NORMANDY PARK CITY SCENE AD

Below is the City Scene ad that Gene created for the Normandy Park City Scene. It will be posted in September.

WHEN THE SEASONAL POOLS CLOSE, REMEMBER...

It's always summer at Mount Rainier Pool



HOW TO REGISTER FOR LESSONS

Online: Set up a CivicRec account at MtRainierPool.com **Phone:** 206.824.4277

In-Person: 22722 19th Ave S, Des Moines



Scan QR code to access our

Whether to stay fit, keep the kids busy, or simply enjoy the water without worrying about the weather, we've got a lane (or a splash zone) waiting for you

- ✓ Heated, indoor comfort year-round
- 🗹 Lap swimming, water exercise, & family swim for all ages
- Swim lessons for kids, teens & adults (Registration starts 9/9/25)
- ▼ Flexible membership options:
 - 3-month pass
 Great for the fall/winter season
 - 10-visit pass

 Perfect for busy schedule
 and drop-in swimmers
- **✓** Affordable rates & friendly staff
- **☑** Easy access from Normandy Park



Join us **SUNDAY • SEPT 21 • NOON - 3**^{pm} as we celebrate our 50th Anniversary

PTSA SWIMS

We are meeting next week to get information out about the PTSA swims. Des Moines Elementary requested and was granted November 8. They contacted us before information went out. Our goal is to serve all Des Moines and Normandy Park elementary schools including St. Philomena.

FEATURED RESEARCH

Commissioner Stender sent me this article from Spokane on how the City of Spokane and School District are working together on year-round aquatics. He also mentioned they are promoting second grade swim lessons.

https://www.krem.com/article/news/local/spokane-county/spokane-considers-year-round-indoor-pool-project/293-589acb0e-d522-46fa-9e57-de40ad357c78

RESEARCH

- Swimming Lessons are not just for kids: adult lessons are invaluable for year-round water safety (Swimming World) https://www.swimmingworldmagazine.com/news/swimming-lessons-arent-just-for-kids-adult-swim-lessons-are-invaluable-for-year-round-water-safety/
- Florida launches free swim lesson voucher program (Wink News) https://www.winknews.com/news/state/florida-launches-free-swim-lesson-voucher-program-to-boost-water-safety/article_58fb743b-22a0-4912-a807-cd04ee65024f.html
- Michael Phelps teaches Baltimore Ravens to swim (People) https://people.com/michael-phelps-teaches-baltimore-ravens-how-swim-11790254

•	Construction begins on Quincy Aquatic Center (560KPQ) https://kpq.com/quincy-aquatic-center-update/



Des Moines Pool Métropolitain Park District

July 1, 2025 7:00 p.m. Hybrid (DMPMPD District Office and Remote Online)

MINUTES SPECIAL "Hybrid" MEETING

CALL TO ORDER/ROLL CALL

President Young called the meeting to order at 7:00 p.m. Also, present were Commissioners Campbell, Dusenbury, Thorell, District General Manager Deschenes, and Resident Gene Achziger. Commissioner Stender was not present **PLEDGE OF ALLEGIANCE** – Commissioner Dusenbury led the flag salute.

ADOPTION/MODIFICATIONS OF AGENDA – None.

ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS – The District General Manager notified the board that the Pool would be closed on July 4, 2025, for Independence Day. He announced that there would be no swim lessons on Saturday, July 5, 2025, in observance of Independence Day. And lastly, he discussed dates and times for the upcoming special meeting.

PUBLIC COMMENT – None.

GENERAL BUSINESS

6. Selection of New Insurance Provider

The District General Manager Presented the Outline for all three insurance providers that the District applied to who met the Mount Rainier Pool's lease requirement and could onboard by August 1, 2025.

- AWC RMSA
- CIAW (E2)
- Enduris (E3)

The District General Manager discussed the financial breakdown for each insurance provider (Breakdown is available in the agenda packet).

The District General Manager notified the board that he would provide Highline School District with a letter notifying them of the newly established insurance provider, once it is secured.

The District General Manager notified the board that he sent each of them an Insurance Pool Provider Evaluation Scorecard to help process the information for each Insurance Provider.

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Des Moines Pool Metropolitan Park District Meeting Minutes – 07/01/2025

The District General Manager asked the board if there was enough information to make a decision at this meeting and if not, what other information was needed. Which provider was their top choice, second choice (as a fallback option). And then, reminded the board that they would need a few weeks to fully transition to the new provider.

The District General Manager concluded the presentation and opened the floor to the board for discussion.

President Young gave his first and second choices and asked the rest of the board if they needed further information, after a unanimous decline for more information from the board, President Young asked Commissioner Campbell for her vote. Commissioner Campbell gave her vote, followed by Commissioner Dusenbury, and Commissioner Thorell. By a 3-1 vote, AWC was the provider of choice. President Young opted to be notified if the top choice did not work out before settling on the second choice immediately.

Commissioner Thorell moved to approve the Board of Commissioners select AWC-RMSA as the District's Insurance Provider for the remainder of this year's policy year and authorize the District General Manager to enter into final negotiations, execute all necessary agreements, and take any actions necessary to implement coverage in the best interest of the District. Commissioner Campbell 2nd. The motion passed 4-0.

7. RESOLUTION 2025-06, Authorizing Membership in the Association of Washington Cities (AWC) Risk Management Service Agency (RMSA) and Interlocal Agreement of the AWC-RMSA Bylaws.

District GM presented the Resolution 2025-06 Authorizing Membership in the Association of Washington City (AWC) Risk Management Service Agency (RMSA) and Interlocal Agreement of the AWC-RMSA Bylaws.

Commissioner Campbell moved to approve the Board of Commissioners adopt Resolution 2025-06 selecting AWC-RSMA as the District's Insurance Provider and authorizing the District General Manager to enter into all necessary agreements, including any interlocal agreements under RCW 39.34, to negotiate, execute, and implement coverage and all related documents in the best interest of the district. Commissioner Thorell 2nd. The motion passed 4-0.

8. Good of the Order

Commissioner Campbell mentioned waiting on scheduling date for the next special meeting and then the Waterland Kids Festival and Parade. The District General Manager, Commissioner Campbell, Commissioner Thorell, and Resident Gene Achziger discussed ways to assist with the event, the plan and structure for the Waterland Kids Festival and Parade Events.

Commissioner Dusenbury mentioned missing the July 22, 2025, meeting.

ADJOURNMENT

With no further business the meeting was adjourned at 7:21pm.

UPCOMING MEETINGS

July 22, 2025, Regular Board Meeting, 7:00pm, Location: Hybrid (DMPMPD Offices and Online)

Respectfully submitted by Angela Melum, District Clerk.

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Des Moines Pool Metropolitan Park District Meeting Minutes – 07/01/2025

Des Moines Pool Metropolitan Park Dis	t Board of Commissioners			
Commissioner Young	Commissioner Dusenbury			
Commissioner Campbell	Commissioner Stender			
Commissioner Thorell	Clerk Melum			

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Des Moines Pool Métropolitain Park District

July 22, 2025 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 7:00pm. Also present were Commissioners Stender, Thorell, District General Manager Deschenes, Clerk Melum, AWC-RMSA Program Director Andrea Luper, and Resident Gene Achziger. Commissioners Dusenbury and Campbell were not present.

PLEDGE OF ALLEGIANCE – Commissioner Thorell led the flag salute.

ADOPTION/MODIFICATIONS OF AGENDA – The District General Manager replaced agenda item 7c (originally, Electric Repair (2nd Touch) to Emergency Electrical Repair Resolution 2025-07 per legal counsel after the packet was sent out. The District General Manager added section 8d Executive Session to review the performance of a public employee at the very end of the meeting. President Young moved to approve the modifications to the agenda. Commissioner Stender 2nd. The motion passed 3-0.

ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS – The District General Manager pushed the Engineer of Records business and Surplus discussion to the August 26th meeting. The District General Manager notified the board that the King County Grant for the water tanks and filter repairs have been pushed back to November of 2026. The District General Manager also announced that due to a generous \$2500 grant from the Des Moines Legacy Foundation, the District was able to extend the Youth Swim Free promo to August 3rd, just in time for our August 4th closure.

PUBLIC COMMENT – Resident, Gene Achziger praised and thanked the District and its staff for their help and support with the Waterland Kids Festival and Parade events. He stated both events were a big success with a huge turnout of residents. President Young and Commissioner Thorell agreed with resident Achziger's comments.

6a-g. CONSENT AGENDA

Commissioner Thorell moved to approve the Consent Agenda including the vouchers and electronic transfer requests processed in June 2025 totaling \$116,936.39. Commissioner Stender 2nd. The motion passed 3-0.

OLD BUSINESS

7a. AWC-RMSA Presentation

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Des Moines Pool Metropolitan Park District Meeting Minutes –07/22/2025

District GM Deschenes introduced AWC-RMSA program director Andrea Luper as the presenter for this presentation. Ms. Luper began with a brief explanation of AWC-RMSA, what risk pools are, how risk pools work vs regular insurance providers and AWC-RMSA's overall mission statement.

In the main portion of the presentation, Ms. Luper covered topics like member assessment, AWC-RMSA's budgeting strategy, AWC-RMSA's Services. Ms. Luper also explained the components of the program costs (as a whole), liability rates, property rates, and internal & external factors that impact member rates.

Ms. Luper then went over the financial breakdown for the District and our experience mod factor (claims history) percentage rate. President Young raised concerns about the potential financial risk that comes with being a part of a risk pool with other municipalities. Ms. Luper explained that AWC-RMSA is meticulous about choosing its clientele to minimize that risk.

Ms. Luper moved on with the presentation with the introduction of the RMSA Service Booklet. Ms. Luper explained that the booklet was full of information about numerous services and support offered by RMSA. Ms. Luper then covered a few topics like RMSA Membership Standards, Pre-litigation program, Contract Reviews, Training apps and scholarships.

Lastly, Ms. Luper presented the board with contact information for herself (AMC-RMSA program director) and the program coordinator. The District General Manager, President Young, and Commissioners all thanked Ms. Luper for the presentation. AWC-RMSA Program Director Andrea Luper exited the meeting at 7:34pm.

7b. Aquatics Manager Report Q2

The Aquatics Manager Knox presented the second quarter (Q2), April 1 – June 30 for Mount Rainier Pool. A copy of the report is included in the July 22nd agenda packet.

7c. Emergency Electrical Repairs:

The District General Manager and the Aquatics Manager Knox both shared information about the critical repairs that are needed at the Mount Rainier Pool. The District General Manager and the Aquatics Manager Knox proposed that the board adopt Resolution 2025-07 Declaring of an Emergency and Authorizing Immediate Electrical Repairs at Mount Rainier Pool and approving the necessary electrical repairs.

President Young asked the present board commissioners for thoughts or questions. Commissioners Stender and Thorell both agreed that the repairs were necessary to maintain the livelihood of the pool.

Commissioner Stender moved to approve Resolution 2025-07 Declaration of an Emergency and Authorizing Immediate Electrical Repairs at Mount Rainier Pool. Commissioner Thorell 2nd. The motion passed 3-0.

7d. Emergency Repair Update

The District General Manager notified the board that the surge pit needed critical repairs and presented photos and details provided by MLA Engineers. The District General Manager explained that these repairs could be done in two portions. The first portion would be to seal the active leaks during the August closure, and the second portion would be to repair the shell itself and other non-critical repairs in March of 2026. The District General Manager presented a list of contractors who could do the repairs. Commissioner Stender voiced concerns that the listed contractors were

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Des Moines Pool Metropolitan Park District Meeting Minutes –07/22/2025

not aquatic oriented. The District General Manager stated that the aquatic oriented contractors could not perform repairs and recommended the listed contractors.

7e. August Closure

The District General Manager announced that Mount Rainier Pool had a series of critical projects to be completed during the August closure. He briefly went over the main focal points for the closure between August $4^{th} - 24^{th}$. He also stated that this three-week closure was dependent on scheduling, length of time for projects and contingencies. If all goes well and with zero conflicts, there may be potential for earlier re-opening.

The District General Manager shared two quotes from Sound Cleaning to the board. One for deep cleaning the facility and one to clean the air handling unit. The District General Manager stated these two projects were necessary to keep patrons happy with a clean facility and to extend the lifespan of the HVAC system, which is crucial for an indoor pool. President Young asked about the District General Manager's approved spending limit. The District General Manager stated it was anything under the \$5000. The board decided that the District General Manager could approve motion one without board approval. Commissioner Stender moved to approve the air handler Unit cleaning not to exceed \$6500. Commissioner Thorell 2nd. The motion passed 3-0.

7f. Stakeholder Results and Next Steps

The District General Manager and President Young both agreed that this topic should be postponed until the August 26th meeting when all commissioners are present. The District General Manager only shared that he would be meeting with Public Outreach, and he finalized the groups into smaller groups and updated the spreadsheets.

NEW BUSINESS

7g. Cybersecurity Assessment Results

The District General Manager and CMIT's Dallas Stewart attended SAO's free Cybersecurity audit and met with SAO on July 1st and 8th. The District General Manager explained the results of this audit and stated there would be some new policies and procedures that would be written and introduced at the September 23rd board meeting and presented for final action at the October 21st board meeting.

7h Payment Systems Changes (Second Touch)

The District General Manager notified the board of the difficulties the District has been experiencing with the current payment system provider and recommended that the board approve the switch to CivicPlus as the District's new payment system and to acquisition new credit card terminals to eliminate these issues and make improvements. He then presented the attached quote an addition to our CivicRec Software agreement not to exceed \$7000 to cover recreational management and payment processing services for 2025-2026. Commissioner Stender moved to approve the changeover to CivicRec as the new payment system provider and acquisition of new credit card terminals. Commissioner Thorell 2nd. The motion passed 3-0. Commissioner Stender moved to approve the District General Manager to enter into a new software agreement with CivicPlus for 2025-2026 not to exceed \$7,000. Commissioner Thorell 2nd. The motion passed 3-0.

7i 50th Anniversary Celebration

The District General Manager Summarized the information and details for the upcoming 50th Anniversary Celebration. The District General Manager expressed the need for assistance with event outlining, dignitary invitation messaging, handouts, and promotional materials. The District General Manager stated that he would take care of the

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Des Moines Pool Metropolitan Park District Meeting Minutes –07/22/2025

event logistics portion. President Young asked when the next public outreach meeting was, and Commissioner Stender offered to assist and requested a task list on which he could work.

8a. Policy 535 Cash and Deposit Management Policy (First Draft)

The District General Manager notified the board that as part of the SAO audit recommendations were presented to the District regarding its cash and deposit management policies. He then stated the attached new proposed Policy 535 as a first touch for comments and edits would be sent out on July 23, 2025, and all edits would be due by Tuesday, August 12⁻² 2025.

8b. OPMA Documentation Recommendations from SAO Audit

The District General Manager notified the board that during the 2019 – 2023 accountability audit. SAO recommended that the District be more detailed when starting and concluding executive sessions. This involves including the length of the executive sessions and the time the regular meetings are reconvened. A memorandum from legal and an executive summary of the detailed recommendations from SAO are in the agenda packet.

8c. Waterland Festival Wrap-Up

The District General Manager shared slides and photos of the Waterland Kids Festival and Parade. He opened it up to resident Gene Achziger to comment on the events. Resident Gene Achziger reiterated how successful the two events were and thanked the District, Mount Rainier Pool Staff, and The Legacy Foundation for their help and support. He then asked if there had been a final decision on size for the 50th Anniversary Celebration Advertisement in the Des Moines City Currents Magazine. The District General Manager told Gene that he would contact him the following day to discuss it.

8d. EXECUTIVE SESSIONS

At 8:06pm, The Board President announced the board would go into executive session to evaluate the performance of a public employee subject to RCW 42.30.140(4). The board went into executive session at 8:06pm for approximately 15 minutes. Following the executive session, the board directed the District General Manager to schedule a meeting where our legal representative and all five board members could be present.

8f. Good of the Order

Resident Gene Achziger discussed the next Des Moines City Currents publication and the deadline for an ad on the 50th Anniversary Celebration.

Adjournment

With no further business to discuss. The meeting adjourned at 8:24pm.

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Des Moines Pool Metropolitan Park District Meeting Minutes –07/22/2025

UPCOMING MEETINGS

- To Be Determined, Special Meeting**, N/A, Location: Hybrid (DMPMPD Offices and Online)
- To Be Determined, Special Meeting**, N/A, Location: Hybrid (DMPMPD Offices and Online)
- August 26, 2025, Regular Board Meeting, 7:00pm, Location: Hybrid (DMPMPD Offices and Online)

Respectfully submitted by Angela Melum, District Clerk.

Des Moines Pool Metropolitan Park Di	strict Board of Commissioners	
Commissioner Young	Commissioner Dusenbury	
Commissioner Campbell	Commissioner Stender	
Commissioner Thorell	District Clerk Melum	

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Des Moines Pool Metropolitan Park District

July 24, 2025 11:00 a.m. Hybrid (DMPMPD District Office and Remote Online)

MINUTES SPECIAL MEETING

CALL TO ORDER/ROLL CALL

President Young called the meeting to order at 11:00 a.m. Also, present were Commissioners Campbell, Dusenbury, Stender and Thorell; District General Manager (GM) Deschenes and Legal Counsel Snure.

PLEDGE OF ALLEGIANCE – Commissioner Dusenbury led the flag salute.

ADOPTION/MODIFICATIONS OF AGENDA – There were no modifications to the agenda as this was a special meeting. Commissioner Stender moved to accept the agenda. Commissioner Thorell 2nd. The motion passed 5-0.

ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS – None.

PUBLIC COMMENT – None.

EXECUTIVE SESSION BUSINESS

6. Executive Session, HSD Lease

At 11:03 a.m, the Board President announced the board would go into an executive session for ten (10) minutes to be out at 11:13 a.m. to discuss per RCW 42.30.110(1)(i) with District legal counsel, in a forum that maintains attorney client privilege, legal risks of a proposed action or current practice that the agency has identified when public discussion of the litigation or financial consequence to the agency.

At 11:13 a.m. the meeting reconvened, and no action taken by the board.

After the meeting reconvened, President Young, announced the Finance Committee discussed the future of the pool district, and requested District General Manager Deschenes talk about the results of that meeting. District General Manager Deschenes discussed developing a timeline that would start this Fall for a potential levy lid lift in 2028, and that he would present this information at the August 26 board meeting. Commissioner Campbell added that it is important to have the board see the math, and the public to decided to pay or lose their pool.

7. Executive Session, Performance of a Public Employee

At 11:22 a.m, the Board President announced the board would go into an executive session for fifteen (15) minutes to be out at 11:37 a.m. to evaluate the performance of a public employee.

At 11:35 a.m. it was announced the board would extend the meeting for twenty (20) minutes to 11:55 a.m.

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At 11:55 a.m. the meeting reconvened, and no official action was taken.

8. Good of the Order

President Young announced there would be a special meeting held next week. After discussion, it was determined to hold the meeting on Thursday, July 31 at 11:00 a.m.

District GM Deschenes also announced the district had received two more grants.

ADJOURNMENT

With no further business the meeting was adjourned at 11:58 a.m.

UPCOMING MEETINGS

- July 31, 2025, Special Meeting, 11:00 a.m., Location: Hybrid (DMPMPD Offices and Online)
- August 26, 2025, Regular Board Meeting, 7:00 p.m., Location: Hybrid (DMPMPD Offices and Online)

Respectfully submitted by Scott Deschenes, District General Manager.

Des Moines Pool Metropolitan Park District Board of Commissioners

Commissioner Young	Commissioner Dusenbury	
Commissioner Campbell	Commissioner Stender	
Commissioner Thorell	District Clerk Melum	



Des Moines Pool Metropolitan Park District

July 31, 2025 11:00 a.m. Hybrid (DMPMPD District Office and Remote Online)

MINUTES SPECIAL MEETING

CALL TO ORDER/ROLL CALL

President Young called the meeting to order at 11:00 a.m. Also, present were Commissioners Campbell, Dusenbury, Stender and Thorell; District General Manager (GM) Deschenes and Legal Counsel Matt Paxton of CSD Attorneys at Law.

PLEDGE OF ALLEGIANCE – Commissioner Dusenbury led the flag salute.

ADOPTION/MODIFICATIONS OF AGENDA – There were no modifications to the agenda as this was a special meeting. Commissioner Stender moved to accept the agenda. Commissioner Thorell 2nd. The motion passed 5-0.

ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS – None.

PUBLIC COMMENT – President Young requested Matt Paxton to give a brief overview of himself. Mr. Paxton notified the board that he was present on behalf of Legal Counsel Snure, and a brief overview of his expertise and his firm, CSD Attorneys at Law.

EXECUTIVE SESSION BUSINESS

6. Executive Session, Performance of a Public Employee

At 11:03 a.m, the Board President announced the board would go into an executive session for fifteen (15) minutes to be out at 11:18 a.m. per 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; and per RCW 42.30.110(1)(g) to discuss with legal counsel matters relating to potential litigation to which the District, the Board of Commissioners, or members acting in an official capacity is, or likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the District.

At 11:18 a.m. it was announced the board would extend the meeting for twenty (10) minutes to 11:28 a.m.

At 11:28 a.m. the meeting reconvened.

Commissioner Dusenbury moved to authorize the District General Manager to negotiate and execute a contract with an external investigator to conduct an investigation into the allegations, at a cost not to exceed \$20,000. Commissioner Stender 2nd. The motion passed 5-0.

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Des Moines Pool Metropolitan Park District Meeting Minutes – 7/31/2025

President Young announced a special meeting will be held before the August 26 meeting to present the findings of the investigation.

7. Good of the Order

None.

ADJOURNMENT

With no further business the meeting was adjourned at 11:32 a.m.

UPCOMING MEETINGS

- To Be Determined, Special Meeting, 11:00 a.m., Location: Hybrid (DMPMPD Offices and Online)
- August 26, 2025, Regular Board Meeting, 7:00 p.m., Location: Hybrid (DMPMPD Offices and Online)

Respectfully submitted by Scott Deschenes, District General Manager.

Des Moines Pool Metropolitan Park District Board of Commissioners

Commissioner Young	Commissioner Dusenbury	
0	,	
Commissioner Campbell	Commissioner Stender	
Commissioner Thorell	District Clerk Melum	

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Special District Voucher Approval Document

Scheduled Payment Date: 06/30/2025

Total Amount: \$1,671.10

Control Total: 5

District Name: Des Moines Pool Metropolitan Park District

File Name: AP_DMPOLPRK_APSUPINV_20250623115201.csv

Fund #: 170950010

Payment Method: WARRANT

CONTACT INFORMATION					
Preparer's Name:	Angela Melum		Email Address:	angela.melum@desmoinespool.org	
PAYMENT CERTIFICATION					RCW (42.24.080
	as an option for full or partial fu and certify to said claim(s).	Ifillment of a contractual obligation		or performed as described, or that any advanc just, due and unpaid obligation against the a	
Docusigned by: Scatt Disclures 2E0381507130480		7/2/2025	Signed by: Joe Dusenbury		7/3/2025
Authorized District Si	ignature	Date	SE8DDA9899F2474	Authorized District Signature	Date
Authorized District Si	ignature	Date		Authorized District Signature	Date
Authorized District Si	ignature	Date		Authorized District Signature	Date

SUBMIT SIGNED DOCUMENT TO:

King County Accounts Payable Attn: Special Districts 401 5th Avenue, Room 323 Seattle, WA 98104 Email: SpecialDist.AP@kingcounty.gov

Fax: (206) 263-3767

KING COUNTY FINANCE USE ONLY:				
Batch Processed By:				
Date Processed:				





Special District Voucher Approval Document

District Name: Des Moines Pool Metropolitan Park District

File Name: AP_DMPOLPRK_APSUPINV_20250623115201.csv

Payee (Vendor Name)	Vendor No.	Vendor Site	Invoice No.	Invoice Date	Inv. Amount	Description
JACK P COCHRAN			20250630JC164	06/30/2025	\$778.02	PAYROLL PE 6.30.2025 J. COCHRAN
JOE DUSENBURY			20250630JD8	06/30/2025	\$146.61	COMM. SUB 6.30.2025 FOR MAY 2025 MEETS
NADIA CORTES			20250630NC143	06/30/2025	\$165.62	PAYROLL PE 6.30.2025 N. CORTES
PATRICE THORELL			20250630PT167	06/30/2025	\$287.66	COMM. SUB 6.30.2025 FOR MAY 2025 MEETS
SHANE STENDER			20250630SS77	06/30/2025	\$293.19	COMM. SUB 6.30.2025 FOR MAY 2025 MEETS





Special District Voucher Approval Document

Scheduled Payment Date: 07/14/2025 **District Name:** Des Moines Pool Metropolitan Park District **Total Amount:** \$23,895.72

Control Total: 19

Payment Method: WARRANT

File Name: AP_DMPOLPRK_APSUPINV_20250708111416.csv Fund #: 170950010

CONTACT INFORMATION					
Preparer's Name:	Angela Melum		Email Address:	angela.melum@desmoinespool.org	
PAYMENT CERTIFICATION					RCW (42.24.080
pursuant to a contract or is aventhat I am authorized to authe	vailable as an option for full or painticate and certify to said claim(s	rtial fulfillment of a contractual obligation		or performed as described, or that any advanc just, due and unpaid obligation against the ab	
—Docusigned by: Scatt Pischierus	(o) for a given or claims place.	7/8/2025	Signed by: Joe Dusenbury		7/8/2025
2E03815D71304B0	District Signature	Date	SE8DDA9899F2474	Authorized District Signature	Date
Authorized D	District Signature	Date		Authorized District Signature	Date
Authorized D	District Signature	Date		Authorized District Signature	Date

SUBMIT SIGNED DOCUMENT TO:

King County Accounts Payable Attn: Special Districts 401 5th Avenue, Room 323 Seattle, WA 98104

Email: SpecialDist.AP@kingcounty.gov

Fax: (206) 263-3767

KING COUNTY FINANCE USE ONLY:				
Batch Processed By:				
Date Processed:				



District Name: Des Moines Pool Metropolitan Park District

File Name: AP_DMPOLPRK_APSUPINV_20250708111416.csv

Payee (Vendor Name)	Vendor No.	Vendor Site	Invoice No.	Invoice Date	Inv. Amount	Description
CENTRAL WELDING SUPPLY			0002414420	06/23/2025	\$389.15	JUNE 2025 CARB DIOX DELIVERY
COLIBRI NORTHWEST, LLC			369DM	05/05/2025	\$945.00	SUMMER AD IN DM CITY CURRENTS MAG
COLIBRI NORTHWEST, LLC			324NP	06/23/2025	\$512.00	SUMMER AD IN NP CITY SCENE MAG
COPIERS NORTHWEST			INV3029254	06/30/2025	\$144.77	JUNE 2025 COPIER USAGE
CRYSTAL SPRINGS			24714034 052125	05/21/2025	\$76.31	MAY 2025 WATER DELIVERY
CRYSTAL SPRINGS			24714034 061825	06/18/2025	\$82.37	JUNE 2025 WATER DELIVERY
CSD ATTORNEYS AT LAW			130572	05/31/2025	\$792.00	SURGE PIT REVIEW
DATAQUEST, LLC			25638	06/30/2025	\$232.00	BKG CHKS HORTON, WATSON, BISSELL, & GREY
GRAINGER			9539162892	06/12/2025	\$206.81	HAND SOAP
HIGHLINE WATER DISTRICT			06232025HWD	06/23/2025	\$1,015.62	JUNE 2025 WATER UTILITY
LINDA RAY			LR202507-02	07/02/2025	\$150.02	JUNE 2025 BOOKKEEPING/CONSULTING SVC
MIDWAY SEWER DISTRICT			06252025MSD	06/25/2025	\$1,193.45	APR-JUN 2025 SEWER UTILITY
SEATTLE SOUTHSIDE CHAMBER OF						
COMMERCE			1023020	08/01/2025	\$324.45	SML BUS ANNUAL MEMBER RENEWAL
SNURE LAW OFFICE			07012025SLO	07/01/2025	\$450.00	JUNE 2025 PROFESSIONAL SERVICES
STATE AUDITOR'S OFFICE			L166722	02/12/2025	\$5,285.80	INV # 2 FOR SAO 5 YR AUDIT 19-23
STATE AUDITOR'S OFFICE			L167370	03/10/2025	\$4,590.30	INV # 3 FOR SAO 5 YR AUDIT 19-23
STATE AUDITOR'S OFFICE			L168018	04/09/2025	\$6,480.75	INV # 4 FOR SAO 5 YR AUDIT 19-23
TREASURY, DEPT OF (IRS)			NTC_CP220_0630	06/30/2025	\$20.22	FAIL-TO-PAY FEE + INTEREST (IT WAS LATE)
UNITED RENTALS			248445253-001	06/08/2025	\$1,004.70	SCISSOR LIFT RENTAL FOR SCORBOARD MOUNTING

g_B





Scheduled Payment Date: 07/16/2025 Total Amount: \$6,743.77 Control Total: 6

Payment Method: WARRANT

Email: SpecialDist.AP@kingcounty.gov

Fax: (206) 263-3767

District Name: Des Moines Pool Metropolitan Park District **File Name:** AP_DMPOLPRK_APSUPINV_20250709164105.csv

KING COUNTY FINANCE USE ONLY:

Batch Processed By:

Date Processed:

Fund #: 170950010

Preparer's Name:	Angela Melum		Email Address: angela.mo	elum@desmoinespool.org	
AYMENT CERTIFICATION					RCW (42.24.0
ursuant to a contract or is nat I am authorized to auth uthorized District Signatu		tial fulfillment of a contractual obligation	ne services rendered, the labor performed, and that the claim(s) is(are) just, due an		
— Docusigned by: Scott Descheres			Joe Dusenbury		7/10/2025
–2E0381507130480 Authorized	l District Signature	Date	Authorize	ed District Signature	Date
Authorized	l District Signature	Date Date	Authorize	ed District Signature ed District Signature	Date

Printed On Wednesday, July 9, 2025 at 04:55:54 PM

King County Accounts Payable Attn: Special Districts

401 5th Avenue, Room 323

SUBMIT SIGNED DOCUMENT TO:

Seattle, WA 98104





District Name: Des Moines Pool Metropolitan Park District

File Name: AP_DMPOLPRK_APSUPINV_20250709164105.csv

Payee (Vendor Name)	Vendor No.	Vendor Site	Invoice No.	Invoice Date	Inv. Amount	Description
CITY OF DES MOINES			752	07/07/2025	\$270.00	JUNE 2025 DM DIST POOL ADMIN SVC
JACK P COCHRAN			20250715JC164	07/15/2025	\$292.50	PAYROLL PE 7.15.2025 J. COCHRAN
MLA ENGINEERING, LLC			5909	07/03/2025	\$1,925.00	2025.127 SURGE PIT STRUCT ENGINEERING
NADIA CORTES			20250715NC143	07/15/2025	\$289.84	PAYROLL PE 7.15.2025 N. CORTES
SHOU BLANK			20250715SB162	07/15/2025	\$126.51	PAYROLL PE 7.15.2025 S. BLANK
SUNBELT CONTROLS			151971	07/01/2025	\$3,839.92	QUARTERLY MAINT BILLING







Scheduled Payment Date: 07/18/2025 Total Amount: \$7,694.20

Control Total: 4

Payment Method: WARRANT

District Name: Des Moines Pool Metropolitan Park District
File Name: AP_DMPOLPRK_APSUPINV_20250723121437.csv
Fund #: 170950010

Preparer's Name: Angela Me	elum	Email Address: angela.melum@desmoinespool	l.org
		ervices rendered, the labor performed as described, or that and that the claim(s) is(are) just, due and unpaid obligation agai	
hat I am authorized to authenticate and certify to said	claim(s).	id that the claim(s) is(are) just, due and dripaid obligation agai	inst the above-hamed governmental unit,
Authorized District Signature(s) for Payment of Claims — Docusioned by:		Sinned by:	
	7/28/2025		7/23/2025
Scott Deschures	7/28/2025 Date	Share Young ODDREZ27CBC1467. Authorized District Signature	7/23/2025 Date
Scott Descluses -269381507130480.		Share young	

SUBMIT SIGNED DOCUMENT TO:

King County Accounts Payable Attn: Special Districts 401 5th Avenue, Room 323 Seattle, WA 98104

Email: SpecialDist.AP@kingcounty.gov

Fax: (206) 263-3767

KING COUNTY FINANCE USE ONLY	:
Batch Processed By:	
Date Processed:	





District Name: Des Moines Pool Metropolitan Park District

File Name: AP_DMPOLPRK_APSUPINV_20250723121437.csv

Payee (Vendor Name)	Vendor No.	Vendor Site	Invoice No.	Invoice Date	Inv. Amount	Description
AWC - VIMLY BENEFIT SOLUTIONS, INC			72068	07/18/2025	\$2,795.52	AUG 2025 EMP BENEFIT TRUST
CSD ATTORNEYS AT LAW			131125	06/30/2025	\$1,836.00	JUNE 2025 PROFESSIONAL SVC
GRAINGER			9580186220	07/21/2025	\$693.19	JANITORIAL SUPPLIES
US BANK			07102025USB	07/10/2025	\$2,369.49	JULY 2025 US BANK CC PAYMENT







Scheduled Payment Date: 07/23/2025 District Name: Des Moines Pool Metropolitan Park District

Total Amount: \$9,471.23 File Name: AP_DMPOLPRK_APSUPINV_20250717164135.csv

Control Total: 7 **Fund #:** 170950010

Payment Method: WARRANT

A I . NA . I				
Angela Melum		Email Address: angela	a.melum@desmoinespool.org	
				RCW (42.24.080
s an option for full or partial fulfillmer nd certify to said claim(s).	it of a contractual obligation,			
	7/17/2025	Slatat. Unido A		7/18/2025
gnature	Date	000000000000000000000000000000000000000	norized District Signature	Date
gnature	Date	Auth	norized District Signature	Date
gnature	Date Date	Auth	norized District Signature	Date
r	s an option for full or partial fulfillmer nd certify to said claim(s). ayment of Claims (Auditing Officer(s) gnature	s an option for full or partial fulfillment of a contractual obligation, and certify to said claim(s). ayment of Claims (Auditing Officer(s) or Board Member(s)): 7/17/2025 gnature Date Date	s an option for full or partial fulfillment of a contractual obligation, and that the claim(s) is(are) just, due not certify to said claim(s). ayment of Claims (Auditing Officer(s) or Board Member(s)): 7/17/2025 gnature Date Date Authorized Author	ayment of Claims (Auditing Officer(s) or Board Member(s)): 7/17/2025 gnature Date Authorized District Signature Date Authorized District Signature

SUBMIT SIGNED DOCUMENT TO:

King County Accounts Payable Attn: Special Districts 401 5th Avenue, Room 323 Seattle, WA 98104 Email: SpecialDist.AP@kingcounty.gov

Fax: (206) 263-3767

KING COUNTY FINANCE USE ONLY:						
Batch Processed By:						
Date Processed:						



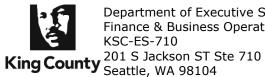


District Name: Des Moines Pool Metropolitan Park District

File Name: AP_DMPOLPRK_APSUPINV_20250717164135.csv

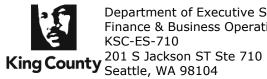
Payee (Vendor Name)	Vendor No.	Vendor Site	Invoice No.	Invoice Date	Inv. Amount	Description
AQUATIC SPECIALTY SERVICES			274983	07/02/2025	\$268.17	JULY 2025 SERVICE ORD# SO-314523
INTERNATIONAL						
AQUATIC SPECIALTY SERVICES			276295	07/15/2025	\$2,340.14	JULY 2025 POLY TUBING RPL ORD# SO-314854
INTERNATIONAL						
GRAINGER			9571371708	07/14/2025	\$216.09	PAPER PRODUCTS
MACDONALD-MILLER FACILITY SOLUTIONS			PM154292	07/01/2025	\$5,177.75	QUARTERLY MAINT BILLING
RECOLOGY			0005165931	06/30/2025	\$569.75	JUNE 2025 TRASH UTILITY
SIGN STOPNW			10232038-64	07/10/2025	\$181.83	3X10 50 YRS BANNER
ZEN 22015, LLC			20250801ZEN	08/01/2025	\$717.50	AUG 2025 DISTRICT OFFICE RENT





Department of Executive Services Finance & Business Operations Division KSC-ES-710

Payment Settle	ment Date <u>06/27/2025</u>	<u></u>					mail: <u>cash.mar</u>		kingcounty.gov	
PAYMENT INF	ORMATION									
ACH Credit Pay Code (BENXX, GENXX, PAYXX)				ACH Debt F	Pay Code (COLX	X)	(Automatic Withdrawal		
Book Tra	nsfer (Last 4 digits of the acco	unt) From	To	Wire Repo	etitive Wire Cod	e				
Line Ex	xplanation/Description	Fund (9 digits)	Project (7 digits)	Cost Center (6 digits)	Account (5 digits)	Bars (7 digits)	Future (5 digits)	А	mount	
	d Payroll 6/27/2025	170950010	, , ,		24219	, ,	DS SD		56.15	
3							20			
4										
5										
6										
7										
9										
10										
						•	Total		\$ 56.15	
PAYEE INFOR										
Company		Address			City			State	_Zip	
BANK INFORM	IATION FOR WIRE PAYM									
Bank Name		Account #		Name on	Bank Account					
Bank Routing #	Bank A	ccount #			City			State	_Zip	
Reference										
CONTACT INF	ORMATION Typed or Printe	ed								
Contact Name	Scott Deschenes, Distri	ct Manager		Organiza	_{tion} Des Moi	nes Pool Met	ropolitan Par	k District		
Email	scitt.deschenes@desmoinespool.org			Phone #	(206) 429-3	852 Ext	Fa	Fax #		
AUTHORIZATI	ON Certification for Paymen	nt (By Authorized	d Signer) RCV	V 42.24.080	·					
	gned, do hereby certify u ion, and that I am autho					payable, and	that the pay	ment is ju	st, due, and	
Signature %	od by: Dusenbury			, ,				7/4/2025		
Print Name Joe Duesenberry			Ph	Phone # (206) 429-3852 Email mypeggysue@me.com						

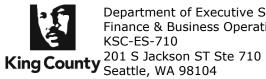


Department of Executive Services Finance & Business Operations Division KSC-ES-710

Email: cash.management@kingcounty.gov

Payment Settlement Date 07/15/2025

			_							
PAYM	ENT INF	ORMATION								
ACH Credit Pay Code (BENXX, GENXX, PAYXX)				OACH Debt P	ay Code (COLX	(Automatic Withdrawal			
	Book Tran	nsfer (Last 4 digits of the accou	nt) From	To	Wire Repe	etitive Wire Cod	e			
Line	Ex	planation/Description	Fund (9 digits)	Project (7 digits)	Cost Center (6 digits)	Account (5 digits)	Bars (7 digits)	Future (5 digits)	ıA	nount
1	Heartland	Payroll 07/15/2025	170950010	, 5 /		24219	, ,	os		42,470.73
2								20		
3										
<u>4</u> 5										
6										
7										
8										
9										
10								Total		\$ 42,470.73
PAYE	E INFORM	MATION								, , , , , , , , , , , , , , , , , , ,
Comp	any		Address			City			State	_Zip
BANK	INFORM	ATION FOR WIRE PAYME	NTS							
Bank	Name				Name on	Bank Account				
Bank	Routing #	Bank Ac	ccount #						State	Zip
Refere										
CONT	ACT INFO	DRMATION Typed or Printed	d							
Conta	ct Name	Scott Deschenes, Distric	t Manager		Organizat	ion Des Moi	nes Pool Met	ropolitan Par	k District	
Email		scitt.deschenes@desmoi	inespool.org		Phone #	(206) 429-3	852 Ext	Fa	ax #	
AUTH	ORIZATI	ON Certification for Payment	t (By Authorized	d Signer) RCW	/ 42.24.080				·	
		ned, do hereby certify un on, and that I am authori					payable, and	I that the pay	ment is jus	st, due, and
Signa	ture Joe D	v: vsenburg			Title Clerk of	the Board			Date	7/10/2025
Print I	Name Joe	Duesenberry		Pho	one # (206) 42	29-3852	Email mypeg	gysue@me.d	com	
			<u>`</u>			·	· ·			·

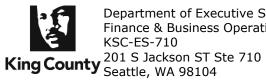


Department of Executive Services Finance & Business Operations Division KSC-ES-710

Email: cash.management@kingcounty.gov

Payment Settlement Date 07/21/2025

PAYM	IENT INFORMATION								
ACH Credit Pay Code (BENXX, GENXX, PAYXX)				ACH Debt F	ay Code (COLX	X)	(Automatic	: Withdrawal
Book Transfer (Last 4 digits of the account) From To To Wire Repetitive Wire Code									
Line	Explanation/Description	Fund (9 digits)	Project (7 digits)	Cost Center (6 digits)	Account (5 digits)	Bars (7 digits)	Future (5_digits)	Am	ount
1	Dept of Retirement Syst 7/21/2025	170950010	, ,		24219	, ,	(20)		1,753.09
2	EPP-20250713-0000004 DCP Pmt								-
3									
4									
5									
6									_
7									
8 9									
10									
				1			Total		\$ 1,753.09
PAYE	E INFORMATION								, ,
Comp	any	Address			City			State	Zip
BANK	INFORMATION FOR WIRE PAYME	NTS							
Bank	Name			Name on	Bank Account				
Bank	Routing #Bank Ad								Zip
Refere									
CONT	ACT INFORMATION Typed or Printed	d							
Conta	ct Name Scott Deschenes, Distric	t Manager		Organiza	tion Des Moi	nes Pool Met	ropolitan Par	k District	
Email	scitt.deschenes@desmo	inespool.org					Fa		
AUTH	ORIZATION Certification for Paymen	t (By Authorized	d Signer) RCV	V 42.24.080	·		·	•	
	undersigned, do hereby certify ur d obligation, and that I am author					payable, and	that the pay	ment is just	., due, and
Signa	ture Shaw Yours			Title Board P	resident			Date	8/1/2025
-	Name Shane Young		Ph	one # (206) 4	29-3852	Email shane	young44@ya		
			•	<u>-</u>		-		•	

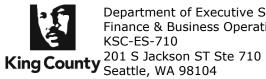


Department of Executive Services Finance & Business Operations Division KSC-ES-710

Email: cash.management@kingcounty.gov

Payment Settlement Date 07/31/2025

PAYM	IENT INFO	DRMATION								
C	ACH Cred	it Pay Code (BENXX, GENXX, PA	YXX)		ACH Debt F	Pay Code (COLX	X)	(Automatio	: Withdrawal
C	Book Trar	nsfer (Last 4 digits of the accour	nt) From	To	Wire Repe	etitive Wire Cod	e			
Line	Ex	planation/Description	Fund (9 digits)	Project (7 digits)	Cost Center (6 digits)	Account (5 digits)	Bars (7 digits)	Future (5 digits)	Am	nount
1	Heartland	Payroll 07/31/2025	170950010	(- 3)	(1.1.5.1)	24219		50		39,146.96
2										
3										
4										
5										
6 7										
8										
9										
10										
								Total		\$ 39,146.96
PAYE	E INFORM	MATION								
Comp	any	A	ddress			City			State	Zip
BANK	INFORM	ATION FOR WIRE PAYMEN	NTS							
Bank	Name				Name on	Bank Account				
Bank	Routing #	Bank Acc	count #							Zip
Refere										
CONT	ACT INFO	PRMATION Typed or Printed								
Conta	ct Name	Scott Deschenes, District	Manager		Organizat	tion Des Moi	nes Pool Met	ropolitan Par	k District	
Email scitt.deschenes@desmoinespool.org			Phone #	(206) 429-3	852 Ext	Fa	x #			
AUTH	ORIZATI	ON Certification for Payment	(By Authorized	l Signer) RCW	V 42.24.080				·	
		ned, do hereby certify und on, and that I am authorize					payable, and	I that the pay	ment is jus	t, due, and
Signa	ture Signed	by:			, , , Deaud Dureident				Date	7/30/2025
Print I	Name Sha	ne Young			one # (206) 4	29-3852	Email shane	young44@yal	noo.com	
L										

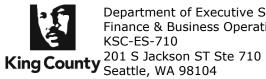


Department of Executive Services Finance & Business Operations Division KSC-ES-710

Email: cash.management@kingcounty.gov

Payment Settlement Date 07/31/2025

PAYM	IENT INFORMATION									
C	ACH Credit Pay Code (BENXX,	GENXX, PA	YXX)		ACH Debt P	ay Code (COLX	X)		Automati	c Withdrawal
Č	Book Transfer (Last 4 digits of the account) From To OWire Repetitive Wire Code									
Line	Explanation/Descript	ion	Fund (9 digits)	Project (7 digits)	Cost Center (6 digits)	Account (5 digits)	Bars (7 digits)	Future (5 digits)	An	nount
1	AWC-RMSA Inv 164065 - Αι	ito Pay		, ,		, ,	, ,			
2	2025 Assessment Prorated							— DS		
3	(08/01/2025)		170950010			24219		20		\$ 18,963.00
4										
5										
6										
7										
8 9										
10										
								Total		\$ 18,963.00
PAYE	E INFORMATION									
Comp	any	A	ddress			City			State	Zip
BANK	INFORMATION FOR WIR	E PAYMEN	NTS							
Bank	Name				Name on	Bank Account				
Bank	Routing #	Bank Ac				City			State	Zip
Refere										
CONT	ACT INFORMATION Typed	or Printed								
Conta	ct Name Scott Deschene	s, District	Manager		Organizat	ion Des Moi	nes Pool Met	ropolitan Par	k District	
Email	scitt.deschenes	@desmoii	nespool.org		Phone #	(206) 429-3	852 Ext	Fa	ax #	
AUTH	ORIZATION Certification fo	r Payment	(By Authorized	d Signer) RCV	V 42.24.080			·	•	
	undersigned, do hereby of obligation, and that I are						payable, and	that the pay	ment is jus	t, due, and
Signa	ture Share young				Title Board P	resident			Date	8/1/2025
Print I	Name Shane Young			Ph	one # (206) 42	29-3852	Email shane	young44@ya		
										



Department of Executive Services Finance & Business Operations Division KSC-ES-710

Email: cash.management@kingcounty.gov

Payment Settlement Date 07/31/2025

PAYM	IENT INF	ORMATION								
C	ACH Cred	it Pay Code (BENXX, GENXX, PA	YXX)		ACH Debt F	Pay Code (COLX	X)	(Automati	: Withdrawal
C	Book Trai	nsfer (Last 4 digits of the accou	nt) From	To	Wire Repe	etitive Wire Cod	e			
Line	Ex	planation/Description	Fund (9 digits)	Project (7 digits)	Cost Center (6 digits)	Account (5 digits)	Bars (7 digits)	Future (5 <u>digits</u>)	Am	nount
1	Dept of R	etirement Syst 7/31/2025	170950010	(- 3 7	(1.1.5.1)	24219		20		1,753.09
2	EPP-2025	0728-0000011 DCP Pmt						,		-
3										
4										
5										
6 7										
8										
9										
10										
	•							Total		\$ 1,753.09
PAYE	E INFORM	MATION								
Comp	any	A	ddress			City			State	Zip
BANK	INFORM	ATION FOR WIRE PAYMEN	NTS							
Bank	Name				Name on	Bank Account				
Bank	Routing #	Bank Ac	count #							Zip
Refere										
CONT	ACT INFO	DRMATION Typed or Printed	I							
Conta	ct Name	Scott Deschenes, District	t Manager		Organizat	tion Des Moi	nes Pool Met	ropolitan Parl	k District	
Email		scitt.deschenes@desmoi	nespool.org		Phone #	(206) 429-3	852 Ext	Fa	x #	
AUTH	ORIZATI	ON Certification for Payment	: (By Authorized	l Signer) RCW	V 42.24.080					
		ned, do hereby certify un on, and that I am authori					payable, and	I that the pay	ment is jus	t, due, and
Signa	ture \(\sigma_{\lambda}\)	nd by: ue Young			Title Board P	resident			Date	8/1/2025
Print I		ine Young			one # (206) 42	29-3852	Email shane	young44@yal	noo.com	
		<u> </u>			-	•	-		•	

Des Moines Pool Metropolitan Park District

AGENDA ITEMS SUMMARY SHEET								
Agenda Item #: 7a Assigned to: District G.M. Meeting Date: August 26, 2025								
Under: Old Business	<u> </u>	Attachment:	Yes					
Subject: Next Steps: Levy	Subject: Next Steps: Levy Planning							
Background/Summary: At the July 22 Regular Board Meeting, the Finance Committee discussed a potential plan to move forward with a levy lid lift in 2028. A tentative discussion with steps toward a plan presented. All information provided is for discussion and not concrete at this time.								
Fiscal Impact: N/A								
Proposed Motion: No motion necessary. Informational Only! The board may make a motion on the floor, if one is deemed necessary from discussion.								
Reviewed by District Legal	Counsel: Yes	NoX Date: <u>N/A</u>						
Three Touch Rule: 5/20/2025. 6/24/2025 Committee Review First Board Meeting (Informational) Second Board Meeting (Action)								
Action Taken: Adopted	Rejected	Postponed						
Follow-up Needed: YesNox_ Report back date:								
Notes: - Executive Summary: Next Steps, Levy Planning - Levy Lid Lift Outline								

- Strategic Goals for Levy Lid Lift and Fiscal Sustainability
 Can Des Moines Pool District win a levy lid lift?
 Liz Loomis Communication Consultant (<u>Link</u>)

Executive Summary Levy Lid Lift and Future Facility Financial Planning

Background and Context

The Mount Rainier Pool, operated by the Des Moines Pool Metropolitan Park District, is a critical community resource for aquatic safety, health, and recreation. However, the facility is facing increasing financial pressures due to aging infrastructure—particularly outdated electrical systems—and constrained revenue growth caused by levy rate erosion.

The District's levy rate has declined from \$0.75 per \$1,000 AV in 2009 to approximately \$0.199 today. State law limits most property tax levy growth to 1% annually, which has not kept pace with inflation and operating costs. Without intervention, deficits are projected as early as 2029.

The District must also comply with the statutory \$5.90 aggregate levy limit for all senior and junior taxing districts. Exceeding this cap would trigger prorationing, reducing the District's levy. Despite these constraints, the District has approximately \$8.8 million in banked levy capacity that could be restored via a voter-approved levy lid lift to support both operations and capital needs.

Levy Lid Lift Options for Special Purpose Districts

Under RCW 84.55.050, special purpose districts can seek voter approval for:

- Single-Year Lid Lift: One-time increase above the 1% limit, with future levies calculated from the new base
- Multi-Year Lid Lift: Allows increases above 1% annually for up to six years (with a specified limit factor or inflation index), with the purpose stated on the ballot.

Any option pursued must ensure combined local levies remain under the \$5.90 per \$1,000 AV limit to avoid prorationing.

Key Findings and Success Factors

- Historically, 75–80% of levy lid lifts in Washington pass when they have a clear purpose, transparent communication, and early community engagement.
- Successful measures explain why funding is needed, how much it will cost, and what the taxpayer impact will be.
- Building trust through community meetings, transparent financial modeling, and clear reporting is essential.

Strategic Goals

- 1. Secure Stable Lease Agreement with Highline School District by the end of 2025 to improve planning certainty and voter confidence.
- 2. Engage Consultants: Retain both a municipal finance consultant (through a formal RFQ) for detailed financial modeling and ballot measure impact analysis, and a communications consultant (e.g., Liz Loomis Public Affairs) for strategic outreach and voter education.
- 3. Prioritize Capital Improvements by developing a comprehensive CIP with costs and funding strategies by early 2027.
- 4. Conduct Transparent Outreach beginning in 2026, with annual levy facts materials, listening sessions, and multiple engagement points.
- 5. Strengthen Regional Partnerships to broaden financial support.
- 6. Ensure Accountability by publishing annual "Levy Progress Reports" following approval.

RFQ for Financial Consultant

To ensure accurate financial forecasting and compliance with state law, the District will issue a Request for Qualifications (RFQ) in late 2025 for a municipal finance consultant. The scope will include:

- Levy Lid Lift Scenario Modeling for both single-year and multi-year options.
- Taxpayer Impact Analysis to clearly present cost implications at different assessed value levels.
- Revenue Projection and Compliance Review to ensure the District's plan stays within the \$5.90 statutory cap.
- Coordination with Communications Consultant to produce clear, accurate materials for public outreach.

Potential firms include FCS Group and other Washington-based consultants experienced in special purpose district financing.

Project Timeline

- Fall 2025: Legal review of RCW 84.55.050, confirm \$5.90 compliance, hire communications consultant, issue RFQ for finance consultant, finalize consultant selection.
- 2026: Financial scenario modeling, outreach planning, initial public engagement.
- 2027: Finalize financial plan, conduct stakeholder Q&As, adopt and file ballot resolution.
- 2028: Election, certification (if approved), CIP/budget updates, and first annual progress report.

Recommendations

- Resolve the Highline School District lease before ballot filing.
- Ensure all levy scenarios are financially sound and compliant with the \$5.90 limit.
- Coordinate finance and communications work to deliver a unified, accurate, and accessible message to the public.
- Begin engagement early to maximize trust and support.

Levy Lid Lift Project Outline (2025–2028)

Project Goal:

Plan, develop, and secure passage of a levy lid lift by 2028, aligned with the District's capital plan, operational needs, and the community's expectations for a safe and sustainable pool.

Key Phases & Benchmarks:

Fall 2025 – Research & Consultant Selection

- Review RCW 84.55.050 and \$5.90 statutory limit with legal counsel to confirm eligibility, rate ceilings, and compliance requirements.
- Issue RFQs to hire:
 - o **Finance Consultant** (e.g., FCS Group) to develop multi-year scenarios, cash flow models, and taxpayer impact estimates, ensuring proposals remain below the \$5.90 aggregate limit.
 - o **Communications Consultant** (e.g., Liz Loomis Public Affairs) to plan and execute community outreach, message testing, and voter education compliant with election law.
- Benchmark: Consultants hired; initial feasibility discussion held with Board.

2026 - Feasibility & Early Outreach

- Finance Consultant prepares detailed levy scenarios (single year vs. multi-year) and household tax impact estimates.
- Communications Consultant develops a public outreach plan and "Levy Facts" materials.
- Hold community listening sessions to gather feedback and build trust.
- Continue annual postcard to residents emphasizing the pool's community value.
- **Benchmark**: Preliminary feasibility report complete; 2–3 community sessions held.

2027 - Final Plan & Ballot Filing

- Refine financial plan and levy amounts with consultants and legal counsel.
- Conduct additional stakeholder and public Q&A sessions.
- Adopt Board resolution to place the measure on the ballot, ensuring it specifies purpose, rate, duration, and compliance with \$5.90 aggregate limit.
- File with King County Elections, appoint pro/con committees.
- Benchmark: Resolution adopted and measure filed \geq 60 days before election.

2028 – Election & Implementation

- Provide factual, transparent voter information on purpose, cost, and \$5.90 compliance (no advocacy).
- Monitor election results; if successful, certify levy with King County Assessor.
- Update Capital Improvement Plan (CIP) and budget; publish annual "Levy Progress Reports."
- Benchmark: Levy certified; first annual report issued within 12 months.

Strategic Goals for Levy Lid Lift & Fiscal Sustainability

Goal #1: Secure Stable Lease Agreement with Highline School District

Action: Negotiate and finalize a mid-term lease with Highline School District to provide operational stability and strengthen voter confidence before placing a levy lid lift on the ballot. (Ensure flexibility in end of agreement.)

Benchmark: Signed lease agreement by end of 2025. (If HSD will work with us.)

Outcome: Improved financial predictability and justification for long-term capital investment.

Goal #2: Engage Professional Consultants for Finance and Communications

Action: Retain a qualified municipal finance consultant (e.g., FCS Group) to develop funding scenarios and a communications consultant (e.g., Liz Loomis Public Affairs) to lead a compliant, factual public education campaign.

Benchmark: Both consultants hired by late 2025; integrated finance and communications strategy in place for community engagement starting in 2026.

Outcome: Clear, accurate financial data paired with effective public education to maximize voter understanding and support.

Goal #3: Evaluate and Prioritize Capital Improvements

Action: Identify and prioritize capital needs — including electrical system upgrades, HVAC improvements, and possible renovation or replacement — aligned with community expectations and mid-term facility sustainability.

Benchmark: Develop a comprehensive Capital Improvement Plan with cost estimates and funding strategies (including potential bonds or grants) by early 2027.

Outcome: Safe, reliable infrastructure with capital projects funded in a fiscally responsible manner.

Goal #4: Conduct Comprehensive, Transparent Community Outreach

Action: Hold public listening sessions, publish "Levy Facts" materials, and provide consistent updates that explain levy options, costs, benefits, and impacts in plain language.

Benchmark: Begin annual community outreach in 2026, with multiple engagement points each year through the 2028 election.

Outcome: Well-informed voters who understand the rationale for the levy lid lift and the District's fiscal strategy.

Goal #5: Strengthen Regional Partnerships and Funding Sources

Action: Negotiate increased contributions and/or formalized agreements with regional partners (e.g., City of Normandy Park, Highline Public Schools) to help address operational needs.

Benchmark: Secure commitments for intergovernmental revenue by 2027.

Outcome: Reduced fiscal burden on District taxpayers and enhanced regional collaboration.

Goal #6: Ensure Ongoing Transparency and Accountability

Action: Publish annual "Levy Progress Reports" after voter approval, detailing how levy funds are used, project progress, and financial status.

Benchmark: First report published within 12 months of levy approval, updated annually.

Outcome: Strengthened public trust through transparent, consistent reporting.

Can Des Moines Pool District Pass a Levy Lid Lift in 2028?

1. Good Odds Based on Statewide Data

- In Washington State, about 75–80% of levy lid lifts pass at the ballot box.
- That means if done right, there's a strong chance 3 out of 4 similar questions get approved.

2. What Makes a Measure Successful

Clear Purpose & Planning

The most successful measures:

- Explain **exactly why** the money is needed (e.g., fix the pool's old electrical system).
- Show real costs and future budget effects on taxpayers.

Fair Tax Impact

People support measures when:

- They hear how it affects a typical household.
- The increase seems reasonable and justified.

Community Outreach

Before a ballot:

- Hold **open houses**, 'meet & greets', or online Q&A sessions.
- Be transparent about needs, timelines, and accountability.

Legal & Financial Preparation

Follow all state laws (like RCW 84.55.050) on lid lifts.

Work with a **finance consultant** to model scenarios and communicate them clearly.

3. What Des Moines Pool District Can Do

- 1. **Build strong financial models** showing realistic tax impacts.
- 2. Engage our community early, before the ballot.
- 3. Communicate clearly and often: "Here's why we need it, here's how we'll use it, here's how it impacts your bill." (Legal recommended communication consultant
- 4. Use a finance expert to help explain numbers simply.
- 5. Use outreach tools like flyers, website info, and public presentations.

Bottom Line

- There's a ~75–80% chance of success—if the District plans and communicates well.
- By involving the community early, showing clear reasons, and presenting well-prepared numbers, Des Moines Pool District can improve its odds even further toward a **winning result in 2028**.

Des Moines Pool Metropolitan Park District

AGENDA ITEMS SUMMARY SHEET

Agenda	Item #: 7b Assigned to: District G.M.	Meeting Date: August 26, 20	<u>25</u>
Under <u>:</u>	Old Business	Attachment: Yes	

Subject: Stakeholder Results and Next Steps

Background/Summary:

Attached are the results of the homework and next steps for the Stakeholder Outreach. The board will discuss the results and next steps. The results are a working document and may be updated in future meetings.

UPDATE: This is a carryover from the July 22 board meeting, when everyone could not attend.

WHY IS IT IMPORTANT TO PRIORITIZE STAKEHOLDERS?

Determining **board consensus on stakeholders** is critical for community outreach, feasibility studies, and the development of a ballot item for an aquatic or recreation center because:

1. Establishes a Clear, Unified Direction

When the board agrees on key stakeholders (e.g., school district officials, local nonprofits, senior groups, youth advocates), it ensures everyone is working from the same playbook. This unity strengthens the strategic vision and prevents conflicting messages during outreach or planning.

2. Improves Outreach Effectiveness

Identifying and prioritizing the *right* stakeholders means outreach efforts are targeted, relevant, and more likely to gain traction. Consensus avoids wasting time engaging groups with limited influence or interest and helps focus efforts on those who can build community support.

3. Builds Trust and Transparency

When the board publicly aligns on who should be at the table, it demonstrates an open, inclusive, and accountable approach to community planning. This transparency helps prevent accusations of bias or backroom decision-making, which can erode trust.

4. Strengthens Feasibility Study Credibility

Feasibility studies require community input to accurately reflect needs and support levels. If stakeholder engagement is seen as incomplete or one-sided, the study's findings may be questioned. Board consensus ensures that the stakeholder list is defensible and broad-based.

5. Lays Foundation for Ballot Success

Ballot measures succeed when they reflect community priorities and have backing from trusted local leaders. Early agreement on stakeholder engagement helps identify potential champions, neutralize opposition, and build coalitions that can carry a measure to victory.

6. Reduces Risk of Conflict or Delay

If board members disagree later about who should have been consulted, it can stall the project,
undermine feasibility results, or lead to public backlash. Consensus upfront helps prevent these
disruptions and keeps the process on track.

Fiscal Impact: N/A						
Proposed Motion: No motion necessary. Informational Only! The board may elect to table the item until a future date.						
Reviewed by District Legal Counsel: YesNoX_ Date: N/A						
Three Touch Rule:	<u>5/20/2025.</u> 6/24/2025	Committee Review First Board Meeting (Informational) Second Board Meeting (Action)				
Action Taken: Adopte	d Rejected	Postponed				
Follow-up Needed: YesNox Report back date:						
Notes: - Executive Summary: Prio - Stakeholder Prioritization	•	treach and Work Plan				

Date: July 22, 2025

Prepared for: Des Moines Pool Metropolitan Park District Board of Commissioners

Purpose:

To build strong, trusted partnerships that support the Mount Rainier Pool's long-term viability, community access, and shared investment in future aquatics facilities, programs, and safety.

Top Tier Stakeholder Groups — Fall 2025 Focus

Tier 1 Priorities:

- Local Government Partners: City of Des Moines, City of Normandy Park, King County
- Education Partners: Highline School District, Federal Way School District, Highline College
- Legislative & Elected Officials: Senator Orwall, Representatives Obras & Gregerson, Congressman Smith, Councilmember De'Sean Quinn
- Regional Swim Partners: SMAC, PNS Swimming, KING Aquatics, Masters Swim
- Local Swim Groups: Olympic View Swim Club, Normandy Park Swim Club, MRHS Swim Teams & Parents
- Non-Profits & Civic Groups: Des Moines Legacy Foundation, MRHS Alumni Association, Destination Des Moines
- Senior Living Communities: Wesley, Judson Park, Solstice
- Local PTSA Groups: Des Moines, Parkside, Woodmont, Marvista, Madrona, Bow Lake, McMicken, East Hill, Kent-Meridian, Valley View, St. Philomena

Shared Topics:

- Site control and lease clarity with HSD
- Community facility planning and feasibility study
- Equity in swim access, youth job training, senior wellness
- Water safety education and scholarships
- Shared use, event partnerships, and regional funding

Consultant-Level Best Practices to Strengthen Outreach

Professional recommendations include:

- Clear "Why Now" Case: Every outreach piece should explain why action is needed now e.g., aging infrastructure, rising costs, need for reliable funding and partnerships.
- **Shared Benefits:** Tailor the message to show *what's in it for each group* (like student safety, economic impact, senior health).
- **Identify Champions:** For each stakeholder, recruit local champions or trusted influencers who can build buy-in.

- Contact Tracking: Maintain a single contact log to document outreach, feedback, follow-ups, and next steps.
- Visual Tools: Use one-page fact sheets with local impact data, clear visuals, and project timelines.
- **Realistic Capacity:** Assess staff time needed for meetings, presentations, and follow-ups and be prepared to pace outreach.
- **Risk Plan:** Identify top risks (e.g., lease delays, funding gaps) and prepare talking points for tough questions.

Draft Work Plan Timeline — Starting Fall 2025

Key Actions
Finalize outreach with Public Outreach Committee, shared messaging, and one-page impact sheet. Identify key champions.
Meet with City partners, King County, and School Districts to address lease/site issues and shared goals.
Meet with legislative reps and regional partners to discuss funding pathways and grant opportunities.
Hold roundtables with swim clubs, non-profits, PTSAs, pool groups (added), and senior living contacts.
Evaluate progress, update Board, and prepare for next steps (e.g., possible Pool Advisory Committee, levy or ballot item planning).

Next Steps

- Use this plan to guide early, proactive conversations before big decisions are made.
- Share clear, consistent messages that highlight the pool's value as a *regional third place*, youth safety net, and trusted community partner.
- Keep a paper trail of all outreach to build transparency and trust.

Prepared by: Scott Deschenes, District General Manager

Below is prioritization for outreach. Green is high priority and will focus outreach in coming months. Orange is middle outreach that we will focus on after the top groups (still important). Red is low priority, but we will still focus on outreach. All updated

information from previous meeting is bolded. City of Des Moines Local Government 16 City of Normandy Park 15 Local Government King County 15 Local Government **Rep Adam Smith** 9th District (National) Added by DGM Senator Tina Orwall 33rd Leg Dist 15 15 Rep Edwin Obras Legislative, Position 1 Rep Mia Gregerson Legislative, Position 2 15 15 De'Sean Quinn King County Council, Dist 5 Des Moines Legacy Foundation Nonprofit/ Foundation 15 Seattle Metropolitan Aquatic Club (SMAC) Swim Team 15 Alpha Dive Dive Team 15 14 KING Aquatic Club Swim Team Rain City Polo (mentioned by Stender on 5/20) 14 Youth Sports/Swim Group 14 Weslev Senior Center in Des Moines Master Swim Group Potential Program 13 or 14 (Est) **Destination Des Moines** Civic Organization 13 13 Normandy Park Swim Club Private Swim Club 13 Olympic View Swim and Tennis Club Private Club Des Moines Elementary PTSA **PTSA** 13 Parkside Elementary PTA PTA 13 PTA Woodmont K-8 PTA 13 PTSA 13 Marvista Elementary PTSA Madrona Elementary PTA PTA 13 PTA 13 Bow Lake Elementary PTA McMicken Heights Elementary PTA PTA 13 East Hill Elementary PTA **PTA** 13 Kent-Meridian High School PTSA PTSA 13 Kent Area PTSA Council 9.7 Council PTSA 13 St Philomena PTA 13 **PTSA** Valley View PTA PTSA 13 Judson Park Senior Center in Des Moines

Solstice Senior Living	Senior Center in Normandy Park	13
Normandy Park Senior Living	Senior Center in Normandy Park	13
MRHS Alumni Group	Alumni/Community Network	12.5*(Est from conversation)
MRHS Swim Teams	Local School Swim Team	From Stender - HW
Pacific Northwest Swimming	Competitive Swim Organization	From Stender - HW
MEDIUM PRIORITY		
Port of Seattle	Government Agency	12
Highline Public Schools	School District	12
Rotary Club of Des Moines & Normandy Park	Service Club	12
Evergreen Aquatic Center	Aquatic Facility	12
Tukwila Pool	Aquatic Facility	12
Weyerhaeuser King County Aquatic Center	Aquatic Facility	12
Alaska Airlines	Corporate Rental	12
Eight Diving	Scuba Business	12
TL Sea Diving	Scuba Business	12
King County Search and Rescue	King County Sheriff Division	12
South King and Fire	King County Special District	12
Hydroplane Safety	Private Business	12
Water Exercise	User group at Mt Rainier Pool	11.5
Water Walking	User group at Mt Rainier Pool	11.5
Lap Swimmers	User group at Mt Rainier Pool	11.5
Swim Lesson Parents	User group at Mt Rainier Pool	11.5
Highline College	Higher Education	11
Exchange Club of Highline	Service Club	11
Des Moines Lions Club	Service Club	11
USA Swimming	Competitive Swimming Association	From Stender - HW
SeaMar	Local Health Organization	From June 24 Feedback Session
HealthPoint	Local Health Organization	From June 24 Feedback Session
Kaiser Permanente	Local Health Organization	From June 24 Feedback Session
King County Public Health	Local Health Organization	From June 24 Feedback Session
LOWER PRIORITY (STILL PRIORITY BUT FOC	US ON OTHER GROUPS)	
City of Kent (West Hill)	Local Government	10
Des Moines Area Food Bank	Nonprofit/Social Services	10
Des Moines Waterland Walking Group	Social/Wellness Group	10
Des Moines Community Group	Community Network	10
City of SeaTac	Local Government	9.5
Federal Way Public Schools	School District	9.5

Des Moines Mamas Group	Social Group	9
North Hill Christian Church	Church	8
Des Moines Gospel Chapel	Church	8
Grace Lutheran Church	Church	8
Des Moines United Methodist Church	Church	8
Hope Church	Church	8
Gospel Russian Baptist Church	Church	8
Mountain Church	Church	8
Holy Trinity Lutheran Church	Church	8
Midway Covenant	Church	8
Samoan Christian Church	Church	8
World Covenant Church	Church	8
Saltwater Unitarian Church	Church	8
St. Philomena Catholic Church	Church	8
Kent Community Foundation	Nonprofit/Foundation	7
Waterview Crossing	Local Apt Complex	6
Emerald Court	Local Apt Complex	6
Des Moines Station	Local Apt Complex	6
Bay Club	Local Apt Complex	6
Creekwood	Local Apt Complex	6
Abu Bakr Islamic Center of WA	Local Mosque and Islamic Center	From June 24 Feedback Session
Islamic Center of Kent	Local Mosque and Islamic Center	From June 24 Feedback Session
NeighborCare Health — Highline School-Based Clinics	Local Health Organization	From June 24 Feedback Session
Valley Cities Behavioral Health Care	Local Health Organization	From June 24 Feedback Session
Catholic Community Services — South King County	Local Health Organization	From June 24 Feedback Session
Multi-Service Center (MSC) — Federal Way	Local Health Organization	From June 24 Feedback Session

If you are a member of the public and wish to push for your organization to be prioritized differently, please contact us the District General Manager at 206.429.3852 or email scott.deschenes@desmoinespool.org.

Des Moines Pool Metropolitan Park District

AGENDA ITEMS SUMMARY SHEET					
Agenda Item #: 7c Assigned to: District G.M. Under: Old Business	Meeting Date: August 26, 2025 Attachment: Yes				
Subject: 50 th Anniversary Planning					
Background/Summary: The Mount Rainier Pool will host its 50 th Anniversary on Sunday, September 21. The ceremony will start at noon with a free special swim from 1-3pm.					
First, attached is an outline of the ceremony. Also included are talking points for each speech and equipment needs.					
Second, we have sent out invitations to the attached people. If there are other people that need to be added to this list, please bring these to the meeting.					
Third, the board has discussed educational items for the pool to highlight the age of the pool and the need for another pool. Attached are items for discussion including status of past Forward Trust Pools, 1975 to today comparisons, levy lid lift facts and aquatic feasibility study information. All documents are drafts for discussion and not official.					
Fourth, the district has purchased rubber ducks (600) to b attendees of the event. Also attached are estimates for a	<u> </u>				
Finally, we will discuss the PSA and marketing of the ever	nt.				
Fiscal Impact: N/A					
1 iscai inipact. N/A					
Proposed Motion: No motion at this time, but a motion may arise from the discussion.					
Reviewed by District Legal Counsel: YesNo_X_ Date: N/A					
Three Touch Rule: Continuous N/A Continuous First Board Meeting (Informational) Second Board Meeting (Action)					
Action Taken: Adopted Rejected Postpor	ned				
Follow-up Needed: YesNox_	_ Report back date:				

Notes:

- Executive Summary (if you do not want to read the entire list of attachments)
- Ceremony Outline with Talking Points
- Invitations to Dignitaries
- Dignitaries Contacted
- List of Forward Thrust Pools (images and detail will be added later)
- 1975 to Today: Table of Information
- 1975 to Today: Infographic
- Levy Lid Lift Fact Sheet
- Aquatic Feasibility Study Fact Sheet
- Rubber Ducks Information
- Plaque Estimates and Timelines
- PSA for Event
- Marketing Outline

Executive Summary 50th Anniversary Planning

The Mount Rainier Pool will celebrate its **50th Anniversary on Sunday, September 21, 2025**. The attached packet (pages 2–22) provides all planning materials for the ceremony, historical and educational documents, draft outreach tools, and cost estimates. Below is a section-by-section summary of the contents:

1. Dedication Ceremony Timeline & Talking Points

- Agenda of Ceremony (Noon–12:30 PM):
 - Welcome (Board President)
 - o Recognition of dignitaries and past board members
 - Keynote address (City of Des Moines representative)
 - o Proclamation for "Next 50 Years" (Commissioner Campbell)
 - o Tribute to James Ellis & the Forward Thrust movement (Commissioner Thorell)
 - Plaque unveiling (Councilmember Gene Achziger)
 - Remarks from Highline School District representative (optional)
 - o "Next 50 Years" call-to-action with creation of Advisory Committee (Commissioner Stender)
 - Group photo and ribbon cutting
- **Talking Points:** Provided for each speaker to ensure consistent messaging, emphasizing legacy, community impact, and future vision.
- Equipment Needs: PA system, podium with logo, banner, setup crew (9–10 AM).

2. VIP Invitation Letter

- Formal invitation sent to community leaders and dignitaries.
- Event details (date, time, location, parking).
- Highlights include keynote remarks, proclamation, plaque unveiling, and free community swim.
- RSVP process via District General Manager.

3. Dignitaries & Candidate Contact List

- Comprehensive list of invited guests, including:
 - o City of Des Moines officials (Mayor, Council, City Manager).
 - o **Normandy Park officials** (Mayor, Council, City Manager).
 - o Highline School District leaders (Superintendent, School Board, Principals, Foundation).
 - o King County Parks & Council representatives.
 - State & Federal elected officials (State Senator, Representatives, U.S. Congressman Adam Smith).
 - Partner organizations (Seattle Metropolitan Aquatic Club, Destination Des Moines, local pool districts).
 - o Candidates for city council, school board, county offices, and pool district positions.

4. Forward Thrust Pools Status Table

- Historical overview of **16 Forward Thrust Pools** across King County.
- Current status (as of 2025):
 - o Several **renovated and still operating** (e.g., Ballard, Meadowbrook, Rainier Beach, Queen Anne).
 - o Some **replaced or expanded** (Rainier Beach → Community Center; Tukwila → expansion plans).
 - Others closed or converted (Kenneth Jones Pool replaced by Federal Way Community Center; Northshore Pool converted to McMenamins; Carole Ann Wald Pool permanently closed).
- Context: Highlights Mount Rainier Pool as one of the few original facilities still in continuous operation.

5. Educational Materials: "Mount Rainier Pool at 50: Then & Now"

- Community Growth:
 - o Des Moines population grew 694% (3,951 in 1970 \rightarrow 31,388 in 2025).
 - o King County nearly doubled.
 - o Pool size has not changed (112' x 43').
- Economic Shifts:
 - o Home prices: \$38,000 → \$617,000.
 - o Car prices: $\$4,000 \rightarrow \$49,000$.
 - Senior swim fee: $\$1 \rightarrow \4.75 .
- Facility Challenges:
 - o Built before ADA standards; only partial retrofits.
 - o No warm-water therapy, party rooms, or flexible community spaces.
 - Limited capacity to meet demand.
- Changing Expectations:
 - o Families now want splash zones, lazy rivers, and family locker rooms.
 - o Seniors seek warm water, ADA access, therapy programs.
 - o Competitive swimmers need 50-meter pools and modern training environments.
- Why This Matters: Illustrates the aging facility's inability to fully meet 2025 standards, underscoring need for reinvestment or replacement.

6. District Service Snapshot

- Reach: Over 100,000 residents across Des Moines, Normandy Park, West Hill, and portions of Federal Way and Kent.
- Swim Lessons: Over 1,000 per summer, including one of the largest adult programs in the region.
- **Scholarships:** 90% coverage for local residents; more than \$150,000 in grants for lessons and safety training since the pandemic.
- Community Health: 14,000+ Medicare insurance check-ins since 2019 for water exercise.
- Olympic Legacy: 3 Olympians trained at the facility.
- Capital Funding: \$1.86 million secured for critical repairs to aging systems.

7. Commemorative Rubber Ducks

- 600 units ordered as giveaways for dignitaries and attendees.
- Design proof included (yellow with black imprint).

8. Plaque Estimate

- Draft pricing and design for commemorative plaque.
- Approximate cost: \$7,800 + tax.
- Production timeline: 10–12 days after design approval.

9. Press Release – Draft

- Announces the event to media and public.
- Emphasizes history, Forward Thrust legacy, and community role of the pool.
- Quotes from District leadership on honoring the past while preparing for the future.
- Includes event details, schedule, and contact information.

10. Marketing Outlets Plan

- Outlines proposed promotional channels:
 - Local blogs & media: Waterland Blog, Normandy Park Blog, Highline Times, Kent Reporter, Federal Way Mirror, Seattle Times.
 - o **Schools & families:** PeachJar, PTSA/PTO networks.
 - Social media: Facebook, Instagram, X (Twitter), community groups.
 - Broadcast media: KIRO 7, KING 5, KOMO 4, FOX 13, KNKX Public Radio.
 - Civic/Business: Destination Des Moines, Chamber of Commerce, City of Des Moines/Normandy Park calendars.

Conclusion

The 50th Anniversary celebration is more than a milestone event — it is a **strategic opportunity** to:

- 1. Celebrate the legacy of a Forward Thrust community pool.
- 2. Highlight the facility's service to tens of thousands of residents.
- 3. Educate the public about the challenges of operating a 50-year-old pool in a rapidly growing region.
- 4. Launch a community conversation about **the next 50 years**, including infrastructure needs and potential for a new aquatic facility.

50th Anniversary Dedication Timeline

	Function	Speaker	Notes
Noon	Welcome & Opening Speech	President Young	Welcome & Opening Speech
12:04	Recognition of Dignitaries and Past Board	Commissioner Dusenbury	Stand-and-wave format
12:06	Keynote Address	City Representative	Keynote
12:10	Reading of Proclamation	Commissioner Campbell	Proclamation for next 50 years
12:13	Recognition of James Ellis & Forward Thrust Movement	Commissioner Thorell	Invite family
12:17	Plaque Unveiling	City of Des Moines Councilmember Gene Achziger	Speech + Unveiling
12:20	Highline School District Remarks	HSD Representative	Speech (Do we want to do this?)
12:24	Next 50-years call-to-action	Commissioner Stender	Speech & Announcement of Advisory Committee
12:28	Group Photo & Ribbon Cutting	All speakers	In front of plaque on easel

TALKING POINTS BROKEN OUT

12:00 PM - Welcome & Opening Speech

Speaker: President Young

Talking Points:

- Welcome guests, dignitaries, and community members
- Acknowledge the significance of 50 years serving Des Moines and South King County
- Brief mention of today's program and gratitude to all supporters
- Statement of pride in the Mount Rainier Pool's legacy and role as a community asset

12:04 PM – Recognition of Dignitaries and Past Board

Speaker: Commissioner Dusenbury

Talking Points:

- Recognize current and former commissioners and elected officials (stand-and-wave)
- Thank them for their leadership and support over the years
- Acknowledge representatives from the City, County, and School District

12:06 PM – Keynote Address

Speaker: City Representative

Talking Points:

- Acknowledge the City's role in supporting public recreation and community health
- Highlight partnership with the Park District
- Emphasize continued investment in infrastructure and equity for future generations

12:10 PM – Reading of Proclamation

Speaker: Commissioner Campbell

Talking Points:

- Read the official 50th Anniversary proclamation
- Emphasize community pride and commitment to the next 50 years
- Celebrate the role of public facilities in community building

12:13 PM – Recognition of James Ellis & Forward Thrust Movement

Speaker: Commissioner Thorell

Talking Points:

- Speak on the pool's legacy as part of Forward Thrust
- Share a brief story about James Ellis and his leadership in the Forward Thrust movement
- Acknowledge the pool as one of the fruits of his vision
- Recognize any attending family or representatives of Mr. Ellis
- Explain why he's featured on the commemorative plaque

12:17 PM – Plaque Unveiling

Speaker: Councilmember Gene Achziger

Talking Points:

- Discuss the community value of commemorating legacy builders like Ellis
- Share a few reflections on how the pool has served generations of Des Moines residents
- Introduce the unveiling and invite all guests to view the plaque

12:20 PM – Highline School District Remarks

Speaker: HSD Representative

Talking Points:

- Highlight the educational and safety role the pool plays in youth development
- Recognize student access to swim lessons and physical education
- Thank the District and staff for supporting youth in the region

12:24 PM - Next 50-Years Call-to-Action

Speaker: Commissioner Stender

Talking Points:

- Reflect on how far the pool has come—and where it must go
- Highlight challenges with aging infrastructure
- Announce the formation of a Community Advisory Committee
- Encourage community input, participation, and vision for future upgrades or new facilities

12:28 PM – Group Photo & Ribbon Cutting

Speaker: All

Talking Points:

- Pose together to symbolize unity, legacy, and a shared future
- Thank all attendees again
- Invite guests to the free community swim and refreshments (if offered)

OUTLINE OF DAY OF EVENT INCLUDING EQUIPMENT NEEDS

OVFRAII:

- O Do we want to work with the chamber or Destination Des Moines?
- Pool closed on Sunday, September 21
- Staff in at 9am to deep clean facility, grounds and other items
- Setup event at 10am

- EQUIPMENT NEEDS:
 - Microphone and PA System
 - Podium (professional looking)
 - Logo for Podium
 - Banner
 - ADD ITEMS
- DIGNITARIES: (do we want to invite candidates too?)
 - See attached list.
- INVITEES:
 - Candidates for All Seats
 - Mt Rainier Pool patrons and families
 - Current and former staff
 - o The community and surrounding areas
 - o Other: Email me



Des Moines Pool Metropolitan Park District

From the First Splash to the Next Wave: 50 Years & Beyond

VIP INVITATION: You're Invited: Mount Rainier Pool 50th Anniversary Celebration

Dear [Title] [Last Name],

On behalf of the Des Moines Pool Metropolitan Park District, we are honored to invite you to attend the 50th Anniversary Celebration of the Mount Rainier Pool — a milestone event recognizing five decades of community service, water safety, and recreation in South King County.

Event Details:

Date: Sunday, September 21, 2025

Time: Dedication Ceremony begins promptly at 12pm (noon)

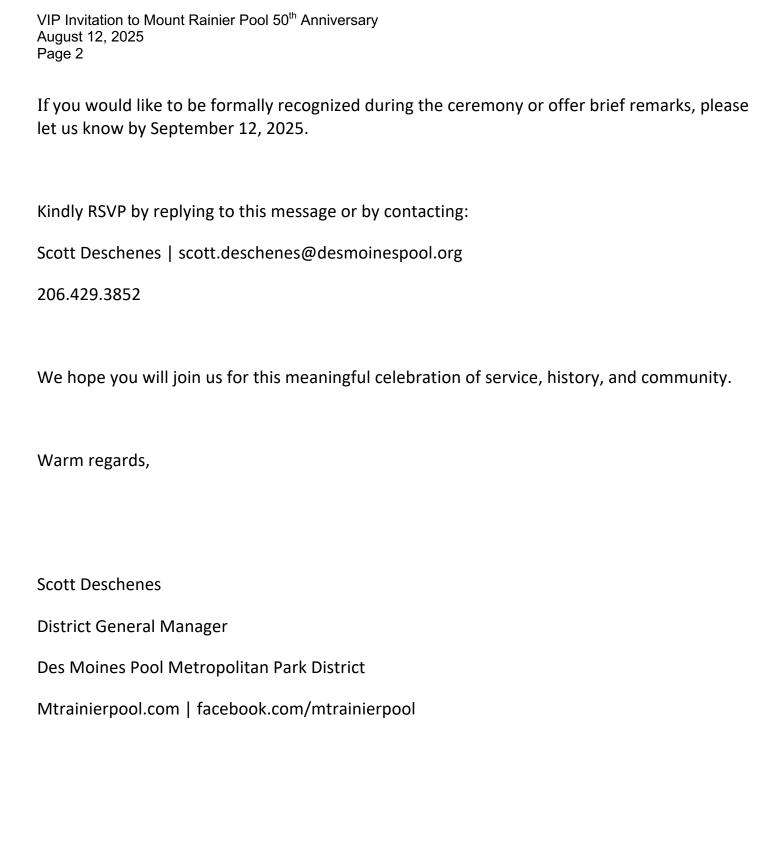
Location: Mount Rainier Pool, 22722 19th Ave South, Des Moines, WA 98198

Parking: Reserved parking for VIPs will be available on-site.

Event Highlights:

- Keynote remarks from community leaders
- Recognition of past and present contributors
- Proclamation for the "Next 50 Years"
- Tribute to James Ellis and the Forward Thrust legacy
- Plaque unveiling & ceremonial ribbon cutting
- Free community swim (1–3pm)

Your presence will help us honor the legacy of those who helped shape the pool's past and inspire the next generation of aquatic access and community health.



POSITION/ORGANIZATION	First Name	Last Name	Address	City	State	Zip Code	Phone	Email Address
City of Des Moines Washington		W 0 "						
City Manager	Katherine	McCaffrey						
Parks and Recreation Representative	Kelsey	Cole	ALL INFORMATION REDACTED FOR MEETING.					
Mayor	Tracy	Buxton						
Council	Gene	Achziger						
Council	Harry	Steinmetz						
Council	Jeremy	Nutting						
Council	JC	Harris						
Council	Grace	Yoshiko Matsui						
Council								
City of Normandy Park	_							
City Manager	Amy	Arrington						
Parks Manager	Aimee	Lloyd						
Mayor	Eric	Zimmerman						
Council	Sheri	Healey						
Council	Susan Jeanne	West						
Council	Shawn	McEvoy						
Council	Mike	Bishoff						
Council	Sue-Ann	Hohimer						
Highline School District	Dr. luo-	Duran						
Superintendent	Dr. Ivan	Duran						
Director of Communications	Rosie	Eades						
Mount Rainier High School Principal	Kyle	Linman						
HSF Foundation Executive Director	Fred	Swanson						
School Board President	Joe	Van						
School Board Vice President School Board	Stephanie Angelica	Tidholm Alvarez						
School Board School Board	Dr. Damarys Blaine	Espinoza Holien						
King County Parks	Didille	поцен						
Division Director	Warren	Jiminez						
Grant Manager	Ashley	Leano						
King County, District 5	rontey	Ecuito						
Councilmember	De'Sean	Quinn						
Highline College		· ·						
President	John	Moseby						
VP Outreach	Josh	Gerstman						
Local Government Representatives								
District 33 State Senator	Tina	Orwall						
District 33 Representative	Mia	Gregerson						
Washington 9th District	Adam	Smith						
District 33 Representative	Edwin	Obras						
Des Moines Legacy Foundation								
President or Representative	Patrice	Thorell						
Seattle Metropolitan Aquatic Club								
Head Coach/CEO	Kenneth	Spencer						
President	Doug	Ambach						
Olympic View Pool								
President	Shane	Stender						
Normandy Park Pool		и						
President	Noelle	Kawaguchi						
Destination Des Moines	T	Hattle						
President	Tony	Hettler						
Tukwila Pool District	Drad	Hamin						
Director of Operations	Brad	Harpin Zaputil						
Board 1 Board 2	Vanessa Ellen	Zaputil Gengler						
Board 3	Andrew	Stahl						
Dualu o	Allulew	Stattl						

Board 4	Jeri	Frangello-Anderson
Board 5	Aaron	Shipman
People Running for Position 5 K	ing County	
	Angela	Henderson
	Ryan	McIrvin
	Kim-Khanh	Van
	Steffanie	Fain
	Ahmad	Corner
	Peter	Kwon
People Running for the School E	Board	
Position 2	Sue-Ann	Hohimer
	Angelica M.	Alvarez
Position 3	Katie	Kresly
	Joe	Van
Position 4	Ken	Kemp
	Damarys	Espinoza
	Shirley	Nita-Enninful
Position 5	Blaine	Holien
Normandy Park City Council Car		
None. All current.		
City of Des Moines Candidates (if not current council)	
Position 1	David	Denino
Position 5	Lloyd	Elliott Lloyd Jr
Position 5	Pierre	Blosse
Position 7	Robyn	Desimone
DMPMPD Pool Candidates	NODYII	Desimone
Candidate	Ben	Fortine
Candidate	John	Piontkowski
		FIUTIKUWSKI
District 33 Representative Candidate	Kevin	Cabilling
		Schilling
Candidate	Darryl	Jones

Obras

Edwin

Candidate

Commemorative Forward Thrust Pools in King County

Pool Name	Location	Status (2025)	Future Plans
Medgar Evers Pool	Seattle (Central	Open — Seattle	Listed in Capital Improvement Plan for
	Dist.)	Parks & Rec	Major Work.
Helene Madison	Seattle (Northgate)	Open — Seattle	Recently renovated.
Pool		Parks & Rec	
Ballard Pool	Seattle (Ballard)	Open — Seattle	Interior and exterior comprehensive
		Parks & Rec	renovation.
Meadowbrook Pool	Seattle (Lake City)	Open — Seattle	Recently renovated.
		Parks & Rec	
Rainier Beach Pool	Seattle (Rainier	Open — Seattle	Replace with Rainier Beach Community
	Beach)	Parks & Rec	Center.
Sealth Pool	Seattle (West	Open — Seattle	Recently renovated.
	Seattle)	Parks & Rec	
Queen Anne Pool	Seattle (Queen	Open — Seattle	Recently renovated.
	Anne)	Parks & Rec	
Mount Rainier Pool	Des Moines	Open — Des Moines	Turns 50 on September 15, 2025. \$1.8
		MPD	million to repair critical systems.
Tukwila Pool	Tukwila	Open — Tukwila	Expansion plans for next couple of years.
		Pool MPD	
Covington Aquatic	Covington	Open — City of	Aquatic Feasibility Study to explore
Center		Covington	replacement with recreation center.
Evergreen	White Center	Open — Nonprofit-	Updated to Solar and other grants.
Community Aquatic		operated	
Center			
Enumclaw Aquatic	Enumclaw	Open — City of	Remodeled in 2025 with party rooms, new
Center		Enumclaw	entry, family changing rooms and ADA
	_ , , , , , , , , , , , , , , , , , , ,		upgrades.
Kenneth Jones Pool	Federal Way (High	Closed and torn	Replaced by Federal Way Community
	School)	down for Federal	Center
	- 1 11 (4	Way High School.	
Northshore Pool	Bothell (formerly)	Closed.	Converted — McMenamins Lagoon
Mary Wayte Pool	Mercer Island	Managed by OCA	Remodeling in 2025 with new entry, locker
		Aquatics for MISD	rooms family changing room and ADA
	0. 71 17 1	al 1 2000	upgrades.
Carole Ann Wald	St. Edward Park	Closed — 2009	Closed. No public plans to save the pool.
Pool			



Mount Rainier Pool at 50: Then and Now

A Pool Built in 1975, Serving 2025 Needs

When the Mount Rainier Pool opened in 1975, it was a **state-of-the-art facility** for Des Moines. Families enjoyed two diving boards, a bulkhead for flexible pool use, and affordable swim opportunities in one community pool. But fifty years later, the world has changed dramatically — and so have community needs.

More People, Same Pool

- In 1970, Des Moines had fewer than **4,000 residents**. Today, the city has **over 31,000** a **694%** increase.
- King County's population nearly doubled in the same time.
- Yet Des Moines still has only one public pool of the same size (112' x 43').

The challenge: One small pool now serves a city nearly seven times larger, making it harder to provide enough swim lessons, exercise classes, and open swim times for everyone.

Affordability in a Changing Economy

- In 1975, a home cost around \$38,000; today, the average is \$617,000.
- A car cost about \$4,000; now it's closer to \$49,000.
- Meanwhile, the cost of a senior swim at Mount Rainier Pool has only risen from \$1 to \$4.75, and other passes are the lowest for public pools in the area.

The commitment: Even as costs skyrocket, the Pool District works hard to keep swimming affordable for all, offering scholarships, Medicare passes for seniors, grant-funded lessons, free certifications for youth lifeguards and swim lesson instructors to reduce barriers, and \$1 family and senior days.

Built Before Modern Standards

- In 1975, the **ADA** (Americans with Disabilities Act) didn't exist. The pool was not designed for accessible entry, barrier-free restrooms, or family changing areas.
- Today, modern pools offer zero-depth entry, warm-water therapy pools, multi-use rooms, and larger locker rooms with private stalls.

The challenge: Despite retrofits like pool lifts and ADA steps, Mount Rainier Pool cannot fully match the accessibility, efficiency, or flexibility of modern aquatic centers that many others around the state and county have in their communities.

What People Expect Today

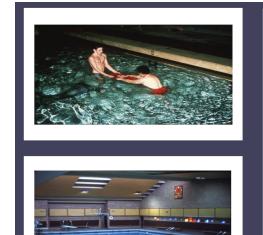
- Youth & Families: In 1975, a single pool with diving boards was exciting and state-of-the art. In 2025, kids expect splash zones, lazy rivers, warm water play, family changing rooms, and party rooms.
- Competitive Swimmers: Training now calls for 50-meter pools, cooler water, and dedicated warm-up space.
- Seniors: Older adults look for warm water, easy entry ramps, therapy programs, and barrier-free locker rooms.

The reality: Today's families, athletes, and seniors want different water temperatures, different facilities, and more options than one pool can provide.

Why This Matters for Our Future

For five decades, the Mount Rainier Pool has taught thousands to swim, trained lifeguards, and given families a safe place to gather. But the facility is showing its age. It uses more energy than newer pools, lacks flexible community space, and struggles to keep up with modern expectations.

Still, the Mount Rainier Pool remains a **cornerstone of community health, safety, and connection**. The next chapter is about ensuring this vital resource can continue serving Des Moines families for another 50 years.







Mount Rainier Pool — 50 Years of Change

 $1975 \rightarrow 2025 \bullet \text{How life, needs, and demographics have changed}$

THEN (1975)



NOW (2025)



Population Growth

Category	1975	Today	Change
Des Moines population	3,951	31,388	+694%
King County population	1.16 million	2.28 million	+97%
Mount Rainier Pool size	112'*43'	112'*43'	No change

Value of a Dollar (Local Examples)

Item	1975	Today	Change
Home price (median example)	\$38,000	\$617,000	+1524%
Car price (typical new)	\$4,000	\$49,000	+1125%
Senior swim admission	\$1	\$4.75	+475%

Evolving Community Needs & Design

- Accessibility: ADA requirements now standard for public pools (not required in 1975).
- Safety & Technology: Computer-controlled filtration/chemistry; better air & water quality.
- Capacity: Same-size pool serves a city that is many times larger than in 1975.
- Modern Amenities: Today's families expect swimming pools to feature modern amenities like warm-water leisure areas, interactive play structures, comfortable seating, and accessible changing spaces.

WHO DO WE SERVE **MOUNT RAINIER POOL**



OVER

100 thousand | LOCAL RESIDENTS

including residents of Des Moines, Normandy Park, West Hill and portions of Highline, Federal Way and Kent School Districts



Number of swim lessons offered last summer alone to all ages including largest adult program in area

Residents of Des Moines & Normandy Park Scholarship Coverage



Cover Scholarship for All Ages including lessons



Number of Olympians who trained at pool, which is the only deep water pool water pool in area hosting MRHS, HSD Diving and Seattle Metro Aquatic Club Teams



Medicare Insurance Check-Ins for water exercise, lap swimming and other programs since started in 2019

IN 2026

\$1.86 million

In grants to cover repairs, and programming to save tax payers including two critical components for aging facility

GRANTS AND SCHOLARSHIPS

Grants for free swim lessons and water safety training for local elementary, middle and high schools students and family members since pandemic



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WHAT'S NEXT?



Reply via email with changes or approval on order and/or proof to YOUR ACCOUNT MANAGER



CUTOFF TIME: NOON Eastern (approval/payment after this time will push back your delivery date)



Once you pay and approve the order, it is sent to production and no changes can be made.

PRODUCT: AL893
SWIMMER DUCK

IMPRINT AREA: 0.75"W x 0.25"H - - - dotted line represents imprint area and will not print

PRINT METHOD: Screen Print

ITEM COLORS:



Yellow w/ Black

IMPRINT COLOR:



Black

ARTWORK INFORMATION

We may have thickened the lines, removed fine details or adjusted the imprint color in your artwork to give you the best print quality.

Please verify that all spelling, grammar, names, date, location, colors, etc., are correct on your proof. It is your responsibility to approve the final proof.



ARTWORK PROOF Sales Order#: Q2034794

This is a graphic representation of your finished product. This is not meant for exact color matching/placement.





I finally have some pricing info for you on this.

Ballpark pricing for something similar to what you sent me (see below)....

24"x36"

.3125" thickness

raised copy

single line border

etched photos/inserts

per provided artwork

mounting pattern

typical production time 10-12 days after design approval

\$7800

Please get back to me with any questions, etc. and we'll work on getting things moving forward on this for you.

Note-errors on sample. Made with ChatGPT as example.





MOUNT RAINIER POOL 50TH ANNIVERSARY COMMEMORATION 1975 - 2025

Dedicated in celebration of the Mount Rainier Pool's 50 years of service to the Des Momes and normandy Park communities.

Originally opened in 1975 as part of the Forward Thrust initiative, this facility has provided generations of residents with access to swim lessons, water safety sducation, aquatic fitness, and a welcoming space for community connection,

This milestons honors the vision of those who built the pool, the. dedication of those who have operated it, and the enluring commitment to ensuring a safe, inclusive, and vibrant public resource.

This plaque commemorates five decades of public service, aquatic safety, and community spirit - past, present, and future.

Des Moiness Pool MPD Board of Commissioners (2025)

Share Young, President g Dusenbury, Cieck of the Board Holly Campbell. Commissioner Shane Stender, Commissioner Patrice Thorell, Commissioner Scott Deschenes



Community Partners

Highline School District City of Sea Moines. City of Normaandy Park City of Searac King-County Parks Des Moines Legacy Foundation King Aquatics Aquatics Management Group.





(921-2819

to James, "Jim" Ellis, leader and architect of the Forword Thrust inlitaive, service made this pool -



Des Moines Pool Metropolitan Park District

From the First Splash to the Next Wave: 50 Years & Beyond

FOR IMMEDIATE RELEASE

Mount Rainier Pool Celebrates 50 Years of Community Service with Anniversary Dedication

Des Moines, WA — September 21, 2025 — The Mount Rainier Pool, a cornerstone of community recreation and water safety in South King County, is celebrating its 50th Anniversary with a special dedication ceremony on Sunday, September 21, 2025, at 12:00 PM.

Since opening its doors in 1975, the pool has served generations of families with swim lessons, water safety education, lifeguard training, and affordable recreation. Built as part of the Forward Thrust initiative, the facility remains one of the few public pools in the region and continues to play a vital role in community health and wellness.

Event Highlights

- Keynote remarks from community leaders and dignitaries
- Proclamation for the "Next 50 Years" of service
- Tribute to James Ellis and recognition of the Forward Thrust movement
- · Plaque unveiling & ceremonial ribbon cutting
- Free Community Swim from 1-3 PM following the ceremony

The program will honor the visionaries who helped establish the pool while recognizing the challenges of maintaining a 50-year-old facility in a growing and changing community. Leaders will also issue a call-to-action for the next 50 years, inviting residents to participate in shaping the pool's future.

"From its first splash in 1975 to today, the Mount Rainier Pool has been more than just a swimming pool — it has been a gathering place, a classroom for water safety, and a lifeline for community health," said Scott Deschenes, General Manager (or preferably a board member). "This anniversary is about honoring our history while charting a course to ensure future generations continue to benefit from this vital community resource."

Press Release – 50th Anniversary August 19, 2025 Page 2

The ceremony will take place at Mount Rainier Pool, 22722 19th Ave South, Des Moines, WA 98198. All community members are welcome to attend. Reserved seating and parking will be available for dignitaries and invited guests.

For more information, visit <u>mtrainierpool.com</u> or follow the Pool on Facebook at facebook.com/mtrainierpool.

About the Des Moines Pool Metropolitan Park District

The Des Moines Pool Metropolitan Park District operates the Mount Rainier Pool, providing affordable access to aquatic programs for youth, adults, and seniors. With a mission to promote water safety, healthy living, and community connection, the District continues to expand programs and partnerships that ensure swimming is recognized as an essential life skill.

Warm regards,

Scott Deschenes

District General Manager

Des Moines Pool Metropolitan Park District

Mtrainierpool.com | facebook.com/mtrainierpool

206.429.3852 | scott.deschenes@desmoinespool.org

50th Anniversary Marketing Outlets

Local Blogs & Online News:

- Waterland Blog (South King Media) main community news source for Des Moines & Normandy Park
- Normandy Park Blog local coverage and events
- Highline Times / Westside Seattle regional newspaper covering
 Highline area
- Kent Reporter / Federal Way Mirror cover broader South King County events

School & Family Channels:

- **PeachJar** digital flyer system through Highline Public Schools (great for families)
- **School District PTSA's/PTO's** Highline School District and private schools (St. Philomena, etc.)

Social Media Platforms:

- Facebook Mount Rainier Pool page + community groups (e.g., Des Moines, WA Community Info, Normandy Park Community Group)
- **Instagram** visual storytelling for youth/families
- X (Twitter) quick news and local hashtags (#DesMoinesWA, #NormandyParkWA, #SouthKingCounty)

Local Media Outlets:

- Seattle Times South King County section
- KIRO 7, KING 5, KOMO 4, FOX 13 (local TV event announcements)
- KNKX Public Radio (NPR Tacoma/Seattle) covers South Sound community events

Î Civic & Business Channels:

- **Destination Des Moines** tourism and community events calendar
- Seattle Southside Chamber of Commerce?
- City of Des Moines & City of Normandy Park

<u>Other</u>	Channels:	
•		
•		
•		

Des Moines Pool Métropolitain Park District

AGENDA ITEMS SUMMARY SHEET							
Agenda Item #: 7d Assigned to: District GM Meeting Date: August 26, 2025							
Under: Old Business Attachment: Yes_							
Subject: HSD Lease Update							
Background/Summary: The Highline School District reached out to the pool district to add an addendum to being to pay the \$20 per lane per hour, and \$200/meet for scoreboard rentals. This will be an addendum to the current lease for the 2025-2026 school season. The district estimates this will generate around \$30,000-\$35,000 in revenue to help offset the direct costs of providing these services.							
Fiscal Impact: N/A							
Proposed Motion: I move to approve an addendum to the existing lease agreement between the Des Moines Pool Metropolitan Park District and the Highline School District for the 2025–2026 school season.							
Reviewed by District Legal Counsel: YesNo Date: N/A							
Two Touch Rule:To Be DeterminedCommittee Review5/28/2024First Board Meeting (Informational)To Be DeterminedSecond Board Meeting (Action)							
Action Taken: Adopted Rejected Postponed							
Follow-up Needed: YesNo Report back date:							
Notes: - Email from HSD Representative on Amendment							

Subject: Lane Use Proposal for MRHS Swim & Dive Teams

Date: Tuesday, August 19, 2025 at 8:50:09 AM Pacific Daylight Time

From: Clare Gloede
To: Scott Deschenes
CC: Philip Willenbrock

Good Morning Scott,

As we continue working through the Mount Rainier Pool lease agreement with our legal team, I wanted to share a proposal that would allow us to move forward with planning for the upcoming swim and dive seasons.

To support the MRHS boys' and girls' swim teams, as well as the district dive teams, we'd like to move ahead with a lane use agreement for the 2025–26 school year. This would be structured as an addendum, previously identified as **Exhibit B**, to the main lease agreement.

Proposed Use Details

Practice Times

Swim team: 3:00 to 4:30 PM (all lanes)

Dive team: 4:30 to 6:00 PM

Home Meets

Hosted at the MRHS pool, following the NPSL schedule

Rates

\$20 per hour per lane

\$200 per meet for use of the timing system

The finalized meet schedule will be shared by the MRHS head coaches once available.

If agreeable, I will put together a formal amendment and share it with you for review and signatures. Please let me know if you have any questions or if additional information would be helpful.

Respectfully,

Clare Gloede

Pronouns: she/her

Executive Director of Foundational Support

206-631-3091 - Desk 206-854-4775 - Cell

See the Good: Live the Promise

Des Moines Pool Métropolitain Park District

AGENDA ITEMS SUMMARY SHEET								
Agenda Item #: 7e Assigned to: District GM	Meeting Date: August 26, 2025							
Under: Old Business	Attachment: <u>Yes</u>							
Subject: Policy 535 Cash and Deposit Management (second touch)								
Background/Summary: As part of the 2019-2023 SAO Audit that was completed in district update some policies including Policy 535 Cash are The recommendation was to update the policy to better many to update the policy to be the policy	nd Deposit Management.							
The recommendation was to update the policy to better match the cash management and daily deposit processes that have changed since the policy was written in 2017. Attached is the updated policy for approval.								
Fiscal Impact: N/A								
Proposed Motion: I move to approve the updated policy 535 Cash and Deposit Management to replace the policy passed on April 12, 2027.								
Reviewed by District Legal Counsel: YesNo2	X Date:							
Two Touch Rule: N/A Committee Review N/A First Board Meeting (Informational) N/A Second Board Meeting (Action)								
Action Taken: Adopted Rejected	Postponed							
Follow-up Needed: YesNo Report back date:								
Notes: - DRAFT Policy 535 Cash and Deposit Management (Aug	gust 26, 2025)							

535-1

535: Cash and Deposit Management

1.0 Purpose

1.1. To ensure that Public Funds received by Mount Rainier Pool (MRP) employees are properly recorded, secured, and transmitted to the MRP's authorized bank account. This policy aims to provide MRP employees responsible for handling funds the tools to minimize risk and losses, increase awareness of responsibility, and ensure compliance with the Washington State Auditor's Office. For the purposes of this policy, "Funds" refers to all forms of payment for goods and services including currency, checks, money orders, credit/debit card payments, and electronic bank transfers received by the Mount Rainier Pool.

2.0 Documentation

2.1. Definitions

- **2.1.1.** Receipts: A receipt must be created for all Funds received. Each receipt must have a unique transaction number, include the payment date, the source of the payment, the amount received, the mode of payment (e.g. cash, check, or money order), the purpose of the payment (what the payment is for), and the name of the employee preparing the receipt.
- 2.1.2. Receipting Software: If the MRP-authorized Point of Sale program (POS) is used, then the receipt generated by the program is sufficient for these requirements.
- 2.1.3. Manual Receipt Book: If the POS program is unavailable, a pre-numbered, three-part manual receipt book must be used in sequence. The top copy is given to the payer. The second copy is the supporting documentation for the daily deposit. The daily deposit slip must agree with the daily receipts. The third copy must be kept in the numbered receipt book for the records.
- 2.1.4. <u>Transaction Reports</u>: A detailed record of all transactions that have taken place each business day must be generated by the POS program.
- 2.1.5. Daily Cash Log: Each business day, MRP will maintain a record of all employees responsible for receiving funds, account for all increases and decreases of funds, and account for any discrepancies.
- **2.1.6.** Deposit Summary: Each bank deposit must be accompanied by a detailed record of the funds received itemized by payment type. The deposit summary must be reconciled with the corresponding transaction reports and note any discrepancies.
- **2.1.7.** Deposit Slip: The bank issues a receipt for each deposit.

3.0 Recording Cash Receipts

3.1. Payments are entered into the POS Program register by employees. Tangible payments must be secured in a locked cash register until the end of the employee's shift. Payments must be removed

Approve/Revised:

from the register at the end of each shift and logged on the Daily Cash Log. The employee must place the payments and Transaction Report in an envelope and present it to a supervisor for verification and signature. The sealed envelope must be placed in the drop safe by the supervisor. The Transaction Report should balance with the Daily Cash Log, and any discrepancies must be noted.

4.0 Depositing Procedures

- **4.1.** Cash and check payments are deposited in the MRP's Deposit account (Credit Card Merchant Account). The Deposit Summary must show all receipts and should match the Transaction Report. The person preparing the deposit must sign the Deposit Summary and present it to the Aquatics Coordinator or Aquatics Manager. The bank deposit slip must be attached to the Deposit Summary. Any discrepancy between the Deposit Summary and the bank deposit receipt must be documented on the Deposit Summary.
- **4.2.** The following forms should be attached together for filing:
 - **4.2.1.** Daily Cash Log(s)
 - **4.2.2.** Transaction Report(s)
 - **4.2.3.** Bank Deposit Summary (US BANK MAIN COPY)
 - **4.2.4.** All currency, money order, and check payments must be deposited within seven (7) days of receipt.

5.0 Transfer of Credit Card Proceeds

5.1. All funds received into the DMPMPD's Bank Account(s) from credit/debit card proceeds and/or electronic bank transfers, must be deposited directly into the Credit Card Merchant Account.

6.0 Cash Register Keys and Cash Drawer Access

- **6.1.** The cash register key must be stored in the key safe. It should only be accessed by the lead head lifeguards, manager, district clerk and district general manager.
- **6.2.** Any access to the cash register should be done by the "open cash drawer" button in CivicRec.

Approve/Revised: Reviewed: 08/26/2025

Des Moines Pool Metropolitan Park District

AGENDA ITEMS SUMMARY SHEET									
Agenda Item #: 7f Ass	igned to: District GM		Meeting Date: Augu	st 26, 2025					
Under: Old Business			Attachment: _	Yes					
Subject: AWC-RMSA Trai	nings/Onboarding								
Background/Summary: The Des Moines Pool Metr WCIA insurance at the July			selected AWC-RMSA	to replace					
9 ·	Although, AWC-RMSA is less expensive than other insurance carriers, they do now require all staff to go through trainings in cyber, crime/fraud, defensive-driving and employment areas to avoid paying deductibles.								
future deductibles, but also	The pool district has not had a claim in over ten years, it is not only important to reduce potential future deductibles, but also good risk management to participate in these trainings, which will include staff, volunteers and elected officials.								
The District GM will go ove	er the trainings and pro	ocesses to atte	end.						
The District GM will also be	e attending their annu	al meeting and	d member expo, Octo	ber 7-9.					
Fiscal Impact: Proactive a to lawsuits.	approach to avoid pote	ential deductib	les and situations tha	t could lead					
Proposed Motion: No motion at this time. Info	rmational only.								
Reviewed by District Legal Counsel: YesNoX_ Date: N/A									
Three Touch Rule: Continuous First Board Meeting (Informational) To Be Determined Second Board Meeting (Action)									
Action Taken: Adopte	d Rejected	Postponed							
Follow-up Needed:	YesNo _	<u>x</u> R	Report back date:						
Notes: Attachment: - Table of Annual Trainings	3								

- AWC-RMSA Standards (link)

AWC-RMSA TRAININGS Through Local Gov U

	Crime (Yearly)	Cybersecurity (Yearly)	Employee Driving (Every 3 Years)	Employment Training (Due Yearly)	Total Hours
DGM Deschenes	Yes	Yes	Yes	Yes**	5.5 hours
AM Knox	Yes	Yes	Yes	Yes**	5.5 hours
AC Sevores	Yes	Yes	Yes	Yes**	5.5 hours
DC Melum	Yes	Yes	Yes	Yes**	5.5 hours
Elected Officials		Only if have district provided email address.		Yes*	1+ hour(s)
Volunteer			Driver for parade.		
MRP Cashiers	Yes	Yes		Yes*	3.5 hours
MRP General Staff			Training before.	Yes*	1+ hour(s)
Training	SAO's Cash Receipting: Fraud Prevention and Internal Controls	Cybersecurity Threats to Public Entities	Defensive Driving Basics	*Sexual harassment for managers (2 hours). **Anti-harassment for workplace (1 hour).	
Length	1.5 hours	1 hour	1 hour	1-2 hours	

Des Moines Pool Métropolitain Park District

AGENDA ITEMS SUMMARY SHEET									
Agenda Item #: 7g A	Assigned to: Distric	t GM	_Meeting [Date: August 26, 2025					
Under: New Business				Attachment: Yes_					
Subject: 2025 Fall Test Rate (Swim with Your Kids Rate)									
Background/Summary: The Mount Rainier Pool saw not only dramatic youth usage (up 188%) in 2025 thanks to the King County Parks/Des Moines Legacy Foundation grants for \$11,414, but also adult usage (up 140%).									
The pool did expand its hour and swam with their children			that many	more adults came in					
District management is reco									
	We also recommend extending it to lap swimming but setting the caveat that the adult and child must share a swim lane. (Note-the idea is to get parents to swim with their children).								
Fiscal Impact:									
Proposed Motion: (If needed) I move to approve (as amended*) the \$2.00 swim with your kids rate to be tested through the end of 2025. (If changes made during the meeting, add "as amended")									
Reviewed by District Legal Counsel: YesNo Date: N/A									
Two Touch Rule: To Be Determined Committee Review 05/27/2025 First Board Meeting (Informational) 08/26/2025 Second Board Meeting (Action)									
Action Taken: Adopted	Action Taken: Adopted Rejected Postponed								
Follow-up Needed: Y	'esNo		Report bac	ck date:					
Notes: Attachment	vith Kids Test Rate								

Swimming with Kids Fact Sheet

Who is eligible? All youth ages 3-17 and their families. (No residency requirements.)

\$2.00/visit for adults to swim with their children. Must check-in and swim the entire time with their children/families (see stipulations below).

Time frame: Starts Tuesday, September 2 through December 31, 2025.

Why? This program supports having families and communities to swim together. See below for more information.

Fee Breakdown:

All Residents	Without Grant With Grant (Kids Free)		Swim with Kids
	(Includes Kids)		(\$2/Parent)
Parent/Child Visit	\$11.75	\$6.75	\$6.75
Parent/2 Child Visit	\$16.25	\$6.75	\$11.50
2 Parent/1 Child	\$18.25	\$13.50 (2 Adults)	\$8.75
1 Parent/3 Child	\$21.00	\$6.75	\$16.25
2 Parent/2 Child	\$23.00	\$13.50 (2 Adults)	\$13.50

Adult is \$6.75 and youth is \$4.75 per day.

Stipulations:

- Can only be used during Family/Open Swim and Lap Swims? (Doesn't include special events and water exercise.)
- Lap swimming families must share same lane.
- Limit (2) two, \$2 parent fee per one child.
- Must have child swimming with them, and child must pay daily admission.

Effects on Programming:

Have space in shallow pool for family swims that should not affect capacity. Lap swimming will be less impacted, but by sharing lanes we ensure that it does not encroach on open lanes.

Community Benefits:

- 1. Improved Water Safety and Drowning Prevention
 - Parental supervision in water is one of the strongest protective factors against drowning, especially for children under 12.

- Encouraging joint swimming educates parents about water risks, helping them model safe behaviors.
- Builds confidence and skills in both children and adults, especially in communities where swimming proficiency is low.

2. Stronger Family Bonds

- Shared swim time fosters positive parent-child interaction through play, learning, and mutual encouragement.
- Builds trust and emotional connection between parents and children in a fun and healthy environment.

3. Intergenerational Health and Fitness

- Swimming is a low-impact exercise that benefits all ages, encouraging lifelong habits of movement.
- Family swim time gets multiple generations active together, reducing sedentary behavior and improving overall well-being.

4. Lifelong Learning and Skill Development

- Parents often re-learn to swim alongside their kids, especially if they were not taught as children themselves.
- Creates opportunities for multi-age swim lessons or informal instruction, especially in underserved communities.

5. Social Inclusion and Equity

- Family swims lower barriers for immigrant, BIPOC, or low-income families who may feel less confident using public aquatic facilities.
- Creates a welcoming third space where families of all backgrounds can connect, belong, and participate safely.

6. Increased Community Engagement

- Encourages repeat visits to community facilities, increasing participation in public programs like swim lessons, lifeguard training, or recreation classes.
- Builds trust and visibility for the pool as a community wellness hub, not just a place to swim.

Evidence-Based Insight:

- The CDC, American Red Cross, and YMCA all recommend active parental involvement in children's swimming activities.
- Studies show that when parents are directly engaged, children are more likely to complete lessons, retain skills, and feel safer in the water.

Des Moines Pool Métropolitain Park District

AGENDA ITEMS SUMMARY SHEET						
Agenda Item #: 7h Assigned to: District GM	Meeting Date: August 26, 2025					
Under: Old Business	Attachment: Yes					
Subject: Quarter 2 Financial Report (April-June 2025)						
Background/Summary: The Q2 Financial Report includes Revenue, Expenses and F1 through June 30, 2025. After reviewing comments from the last meeting, the District						
information including daily admissions, pass sales, rentals a						
Fiscal Impact: N/A						
Proposed Motion: No motion. Informational only.						
Reviewed by District Legal Counsel: YesNo_X_	Date:					
Two Touch Rule:N/ACommittee RevolutionN/AFirst BoardN/ASecond Board Medium	d Meeting (Informational)					
Action Taken: Adopted Rejected	Postponed					
Follow-up Needed: YesNo	Report back date:					
Notes: - Q2 2025 Financial Report - Q2 2025 (April 1- June 30) Revenue and Expense Reports						

Second Quarter (Q2) 2025 Financial Status Report DES MOINES POOL M.P.D./ MOUNT RAINIER POOL August 26, 2025

April 1 – June 30, 2025, Financial Activity reports –have been reviewed, reconciled, and adjusted to reflect all activity of the district that has flowed through the King County Treasurer's office. The report represents the first quarter results for fiscal year 2025.

The General Fund records all of the activities of the district and the district has a separate capital reserve fund. All of the financial transactions of the district are recorded within General Fund and the balance will fluctuate from month to month, while the reserve account receives its funds on an annual basis in keeping with the districts goal to build up the fund balance for future capital projects.

The balances in each of these funds on June 30, 2025, are:

- General Fund \$1,810,591.75
- Capital Reserve \$ 675,000.00

Total Available Funds \$2,485,591.75

Balances for the previous three years at this time of year were:

	General Fund	Capital Reserve	Total
2024	\$1,341,663.82	\$600,000.00	\$1,941,663.82
2023	\$1,383,234.27	\$525,000.00	\$1,908,234.27
2022	\$1,234,382.38	\$420,000.00	\$1,654,382.38

The cash flow chart and associated data have been developed to focus on the activity of the "General Fund", but the combined cash balance reflects the total of both the general fund and the reserve fund. This is just before the first major draw of property taxes that will occur during the second quarter (April-May).

The first quarter analysis is an affirmation of expenditures being on target to meet projections and a verification of ending fund balances for the previous fiscal period.

REVENUES

Revenues of the district fall within five categories as reflected in the following chart:

	Budget	YTD	%*
Beginning Balance	\$975,000	\$1,202,247.10	123%
Taxes	\$2,339,312.76	\$1,195,253.96	51.1%
Charges for Service**	\$25,000	\$0.00	0%
Misc./Interest	\$30,000	\$43,142.85	143.81%
Grant (Capital) ****	\$1,651,216.72	\$2,123.66	0.01%

Over the Counter (OTC)***	\$200,000	\$147,697.21	72.9%
Transfer from Reserves****	\$1,124,150.52	\$0	0%

^{*50%} target through June.

The primary revenue source for the District is the collection of property taxes. The majority of property tax is collected in April/May and then again in October/November. The second quarter results reflect this cash flow cycle with the exception of the beginning fund balance.

The district is behind on collecting revenues for over the counter. The following are revenues the district should collect in quarter three that would normally be included in this report.

•	Swim Team Charges	\$58,000.00
•	KCYAS/DMLF Kids Swim Free Grant	\$11,414.25
•	Normandy Park Fee	\$25,000.00
•	Highline School District Fees	\$1,200.00
	Totals	\$70,614.25 (OTC) and \$25,000 (Charges for Services)

If we had received these grants for services and delayed revenue, the cost recovery for over the counter would be 109.16% at this time. This is ahead of the

The grants revenue is pushed back to 2026, which includes the \$1,651,216.72 for grants that will be delayed to 2026. The district has also received an additional \$112,569 in capital projects for electrical repairs, and an additional \$37,800 for lifeguard and swim lesson training for the Mount Rainier Pool and surrounding aquatics venues.

The Expenditure report for June 30 reflects the activities of the district, which have been segregated into categories. I have summarized the budget appropriations for each function to allow you to analyze the activities separate from one another.

	Budget	YTD	%
Administration	\$353,600.00	\$167,618.31	47.40%
Operations	\$1,478,102.24	\$589,117.00	39.86%
Capital Reserve*	\$2,788,827.22	\$0.00	0%
Transfer to Reserves**	\$1,124,110.52	\$0.00	0%
Totals	\$4,620,529.46		16.38% (Goal < 50%)

^{*}Capital Reserve expenditures have \$1,651,216.72 for fees that have been delayed to 2026.

^{**}Normandy Park Billing was received in August 2025. Will show up in Q3 report.

^{***}Behind on billings for swim team, grant, and other revenues. See section below.

^{****}Grant projects pushed to 2026 due to contractual issues.

^{*****}Transfers to reserves are made at the final board meeting of each year.

^{**}Transfers to reserves are made at the last regular board meeting of each year. Current estimate is \$1,124,110.52.

Each of these categories has individual line-item allocations via the annual budget process. The monthly expenditure reports reflect the line-item detail. The year-to-date totals for administration and pool facility operations are within the budget expectation of 50% for the second quarter. Variances include continued usage of the district offices past budgeted amount, the effects of inflation on utilities and other services, and increased programming to meet grant generated revenue needs. We are working to adjust these totals in future reports.

The total expenditures for the District as of June 30, 2025, are at 16.38% of budget with original grants, but with just operations and administration (not including capital allocation or grants), 41.3% (\$756,735.31/\$1,831,702.24). This is well under the anticipated level of 50%.

The next quarterly report will be presented to the board at its July meeting for the third quarter (Q3) of 2025 (July 1 through September 30). This includes our busiest time of the year, our summer months.

MORE INFORMATION

As always, please do not hesitate to ask any questions or let me know if you need additional information.



2025 2nd Qtr REVENUES

Account Number	Reference	Apr 2025	May 2025	Jun 2025	2nd Qtr Totals	YTD Balance	2025 Budget I	Budget Balance
	General Fund Taxes							
001-000-000-311-11-00-00	Property Taxes	\$923,902.83	\$123,790.10	\$16,837.58	\$1,064,530.51	\$1,195,253.96	\$2,339,312.76	\$1,144,058.80
001-000-000-311-11-00-01	Timber Harvest Tax	\$0.00	\$0.03	\$0.00	\$0.03	\$0.03	1	1
001-000-000-317-20-00-00	Leasehold Excise Tax	\$0.00	\$3,097.11	\$0.00	\$3,097.11	\$6,240.37	1	(\$6,240.37)
	Total General Fund	\$923,902.83	\$126,887.24	\$16,837.58	\$1,067,627.65	\$1,201,494.36	\$2,339,312.7	5 \$1,137,818.40
	Charges for Goods and Services							
001-000-000-347-60-00-00	Normandy Pk - Pool Use Fee (annual)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00
	Total Charges for Goods and Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00
	Miscellaneous Revenues							
001-000-000-361-11-00-00	Investment Interest	\$6,432.93	\$6,917.81	\$9,743.28	\$23,094.02	\$43,142.85	\$30,000.00	(\$13,142.85)
001-000-000-367-00-00-01	Contributions/Donations (to Scholarships)	\$0.00	\$0.00	\$0.00	\$0.00	\$31,300.00		\$31,300.00
001-000-000-369-81-00-00	Cash Over/Shorts (Refunds)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
001-000-000-369-81-00-02	Misc Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$2,123.66	\$1,651,216.72	* \$1,649,093.06
001-000-000-369-81-00-03	MRP Cash Deposits	\$1,027.75	\$1,094.25	\$1,408.04	\$3,530.04	\$8,996.51	\$50.,000.00	\$41,003.49
001-000-000-369-81-00-04	MRP Credit Card Deposits and Refunds	\$5,910.58	\$29,967.08	\$22,732.58	\$58,610.24	\$103,442.04	\$147,500.00	\$44,057.96
001-000-000-369-81-00-05	Reimbursements (Fitness Specialists)	\$0.00	\$492.00	\$0.00	\$492.00	\$1,835.00	\$2,500.00	\$665.00
	Total Revenue	\$13,371.26	\$38,471.14	\$33,883.90	\$85,726.30	\$190,840.06	\$1,878,716.72	\$1,711,973.17
	Capital Projects/Reserve							
301-000-000-397-00-00	Transfer from General Fund - Capital	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,124,110.52	\$1,124,110.52
001-000-000-397-00-00-00	Transfer from Capital Projects Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Total Capital Projects/Reserve	\$0.00	\$0.00	\$0.00	\$0.00	\$296,117.10	\$1,124,110.52	\$827,993.42
	Grand Total Revenue	\$937,274.09	\$165,358.38	\$50,721.48	\$1,153,353.95	\$1,688,451.52	\$1,149,110.52	\$2,849,791.5



2025 2nd Qtr EXPENDITURES

Beginning Quarterly Balance = \$1,701,630.70 Ending Quarterly Balance = \$2,453,021.90

Category/ Acct #	Reference	Apr 2025	May 2025	Jun 2025	2nd Qtr	VTD Evnense	2025 Budget	Budget Balance	% of Budget
Category/ Acct #	Keleielike	Αρι 2023	Way 2025	Juli 2023	Totals	TID Expense	2023 Budget	Budget Balance	% of budget
Salaries & Wages									Target 50%
001-000-000-576-20-10-00	Commissioners Subsidies	\$1,020.67	\$1,319.40	\$879.60	\$3,219.67	\$7,584.73	\$20,000.00	\$12,415.27	37.92%
001-000-000-576-20-10-01	District Manager Salary	\$6,737.58	\$6,652.34	\$6,689.17	\$20,079.09	\$36,911.29	\$101,000.00	\$64,088.71	36.55%
001-000-000-576-21-10-01	Aquatics Mgr Salary	\$6,391.71	\$6,391.70	\$6,393.33	\$19,176.74	\$38,245.47	\$103,434.24	\$65,188.77	36.98%
001-000-000-576-21-25-01	Aquatic Coordinators	\$4,719.37	\$4,719.36	\$4,726.63	\$14,165.36	\$32,555.65	\$153,000.00	\$120,444.35	21.28%
001-000-000-576-21-30-04	Lifeguards (Lead, PPT, TPT, Instructors)	\$33,317.75	\$32,715.70	\$30,630.40	\$96,663.85	\$164,057.41	\$360,000.00	\$195,942.59	45.57%
001-000-000-576-21-30-05	Water Exercise Instructor	\$893.91	\$795.33	\$546.18	\$2,235.42	\$4,413.64	\$10,000.00	\$5,586.36	44.14%
001-000-000-576-21-30-06	Front Desk Administrator	\$4,115.75	\$4,232.01	\$5,014.66	\$13,362.42	\$25,959.93	\$65,000.00	\$39,040.07	39.94%
001-000-000-576-21-32-02	Head Lifeguards Total Salaries & Wages	\$3,041.46	\$1,575.26	\$3,231.38	\$7,848.10	\$18,687.05 \$328,415.17	\$70,000.00 \$882,434.24	\$51,312.95 \$554,019.07	26.70%
	Total Salaries & Wages	\$60,238.20	\$58,401.10	\$58,111.35	\$176,750.65	\$320,413.17	φ002,434.24	\$334,013.07	37.22%
Taxes & Misc									
001-000-000-576-21-21-19	Payroll Taxes	\$18,761.68	\$18,080.32	\$18,543.53	\$55,385.53	\$105,039.40	\$235,000.00	\$129,960.60	44.70%
001-000-000-576-21-33-00	Sick Pay	\$392.63	\$86.08	\$229.49	\$708.20	\$3,024.29	\$3,500.00	\$475.71	86.41%
001-000-000-576-21-33-04	Overtime (OT)	\$0.00	\$0.00	\$0.00	\$0.00	\$147.24	\$2,500.00	\$2,352.76	5.89%
001-000-000-576-21-33-05	Family Medical Leave (FMLA)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
	Total Taxes & Misc	\$19,154.31	\$18,166.40	\$18,773.02	\$56,093.73	\$108,210.93	\$242,000.00	\$133,789.07	44.72%
Boroanal Banafita									
Personal Benefits	Personal Benefits (DRS & OASI tax)	64 750 00	PO 450 54	#F 000 00	640 400 00	604 440 04	\$32,000.00	\$10,887.76	65.98%
001-000-000-576-20-22-30 001-000-000-576-20-22-40	Fringe Benefits (Car, Mileage)	\$1,753.26 \$127.50	\$3,456.54 \$127.50	\$5,288.80 \$127.50	\$10,498.60 \$382.50	\$21,112.24 \$4,138.00	\$2,000.00	(\$2,138.00)	206.90%
001-000-000-576-21-22-30	Personal Benefits (AWC & tax)	\$2,795.52	\$5,591.04	\$2,795.52	\$11,182.08	\$20,909.63	\$55,000.00	\$34,090.37	38.02%
001-000-000-576-21-25-05	Incentive Pay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
	Total Personal Benefits	\$4,676.28	\$9,175.08	\$8,211.82	\$22,063.18	\$46,159.87	\$89,500.00	\$43,340.13	51.58%
Office Supplies	000 5 : 1/ 3 : 1014)						*0 500 00	*** 400 07	
001-000-000-576-20-35-00	Office Equipment (non-capitalized-SAA)	\$0.00	\$914.62	\$114.54	\$1,029.16	\$1,077.03	\$3,500.00	\$2,422.97	30.77%
001-000-000-576-20-35-01	Computer Equipment & Supplies (Non-capitalized)	\$0.00	\$0.00	\$2,204.91	\$2,204.91	\$2,323.93	\$2,500.00 \$2,500.00	\$176.07 \$1,884.58	92.96%
001-000-000-576-21-35-03	Office Supplies (Amazon/staples) Total Office Supplies	\$40.54	\$124.24	\$124.07	\$288.85	\$615.42			24.62% 47.25%
	Total Office Supplies	\$40.54	\$1,038.86	\$2,443.52	\$3,522.92	\$4,016.38	\$8,500.00	\$4,483.62	47.25%
Maintenance & Repair Su	pplies								
001-000-000-576-21-31-00	Maintenance Supplies and Small Tools	\$358.78	\$68.30		\$427.08	\$523.57	\$1,000.00	\$476.43	52.36%
001-000-000-576-21-35-02	Cleaning & Janitorial Supplies	\$895.72	\$101.64	\$627.01	\$1,624.37	\$4,148.65	\$8,500.00	\$4,351.35	48.81%
	Total Maintenance & Repair Supplies	\$1,254.50	\$169.94	\$627.01	\$2,051.45	\$4,672.22	\$9,500.00	\$4,827.78	49.18%
David Committee									
Pool Supplies	Misc Pool Equipment (ER&R)	*4 *** ***	****	****	*** 400.00	00 440 05	\$5,000.00	\$1,883.35	00.000/
001-000-000-576-21-35-14 001-000-000-576-21-35-15	Special Pool Events	\$1,991.26 \$0.00	\$184.89 \$87.98	\$933.05 \$0.00	\$3,109.20 \$87.98	\$3,116.65 \$217.82	\$1,800.00	\$1,582.18	62.33% 12.10%
001-000-000-576-21-35-15	Employee Recognition	\$250.00	\$100.00	\$0.00	\$350.00	\$488.95	\$2,500.00	\$2,011.05	19.56%
001-000-000-576-21-42-06	Uniforms &Clothing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00	\$3,000.00	0.00%
001-000-000-576-21-43-06	First Aid Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$143.18	\$2,000.00	\$1,856.82	7.16%
001-000-000-576-21-49-01	Lifeguard Supplies & Equip	\$364.10	\$117.90	\$701.34	\$1,183.34	\$2,834.59	\$5,000.00	\$2,165.41	56.69%
	Total Pool Supplies	\$2,241.26	\$490.77	\$933.05	\$3,665.08	\$6,801.19	\$19,300.00	\$12,498.81	35.24%
	_								
Professional Svcs - Cleric								(04.000.00)	
001-000-000-576-20-41-03	Financial Services (Bookkeeping Contingency)	\$684.39	\$484.52	\$515.64	\$1,684.55	\$3,201.82	\$5,000.00	(\$1,296.00)	125.92%
001-000-000-576-20-41-04	Legal Services Contract (Snure) Financial Management Software (VisionMS)	\$1,170.00	\$774.00	\$1,296.00	\$3,240.00	\$6,296.00	\$12,000.00 \$3,300.00	\$10,672.00 \$98.18	11.07%
001-000-000-576-20-41-05 001-000-000-576-20-41-14	IT Server Hosting (CMIT)	\$0.00 \$0.00	\$0.00 \$1,800.00	\$0.00 \$0.00	\$0.00 \$1,800.00	\$1,328.00 \$1,800.00	\$2,500.00	\$700.00	97.02% 72.00%
001-000-000-576-20-41-14	IT Services Workstations - Router (CMIT	\$3,742.00	\$1,800.00	\$4,012.00	\$7,754.00	\$1,600.00	\$28,000.00	\$16,594.00	40.74%
001-000-000-576-20-49-10	Printing/Copying (Canon)	\$117.18	\$112.98	\$86.65	\$316.81	\$680.72	\$2,500.00	\$1,819.28	27.23%
001-000-000-576-21-42-03	Registration Software (Civic Rec/Rec 1)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,300.00	\$5,300.00	0.00%
001-000-000-576-21-42-04	Credit Card Transactions (Authorize.net)	\$94.30	\$65.90	\$96.50	\$256.70	\$536.30	\$1,000.00	\$463.70	53.63%
001-000-000-576-21-42-05	Payroll/Merchant Fees (Heartland)	\$793.16	\$1,852.01	\$804.51	\$3,449.68	\$5,694.76	\$9,000.00	\$3,305.24	63.28%
001-000-000-576-21-42-09	Scheduling Software/Timekeeping	\$352.64	\$352.64	\$352.64	\$1,057.92	\$2,468.48	\$3,000.00	\$531.52	82.28%
	Total Prof Services-Front Offc	\$6,269.28	\$5,442.05	\$6,648.30	\$18,359.63	\$33,412.08	\$71,600.00	\$38,187.92	46.66%
Professional Svcs - Maint		4					04.000.00	(01155=)	
001-000-000-576-21-31-01	Custodial Qtly Deep Clean (MRP)	\$4,115.97	\$0.00	\$0.00	\$4,115.97	\$4,115.97	\$4,000.00	(\$115.97)	102.90%
001-000-000-576-21-31-02 001-000-000-576-21-31-03	CO2 Services (Central Welding) AHU/VFD Maintenance (Sunbelt)	\$105.27 \$3,839.92	\$105.27 \$0.00	\$446.02 \$0.00	\$656.56 \$3,839.92	\$1,670.92 \$3,839.92	\$2,750.00 \$6.750.00	\$1,079.08 \$2,910.08	60.76% 56.89%
001-000-000-576-21-41-20	Gutter and Roof Management	\$3,839.92	\$0.00	\$0.00	\$3,839.92	\$3,839.92	\$3,000.00	\$3,000.00	0.00%
001-000-000-576-21-41-30	Landscaping Services (NW Landscape)	\$621.53	\$1,243.06	\$621.53	\$2,486.12	\$3,729.18	\$6,250.00	\$2,520.82	59.67%
001-000-000-576-21-42-04	Towing (Pete's Towing)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,668.00	\$2,668.00	0.00%
001-000-000-576-21-42-08	Water/Coffee (Mountain Mist)	\$68.87	\$95.75	\$0.00	\$164.62	\$355.49	\$1,250.00	\$894.51	28.44%
001-000-000-576-21-48-02	Rekey Services (Bill's Locksmith)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
001-000-000-576-21-48-10	Maintenance Contract (MacD-Miller)	\$5,177.75	\$0.00	\$0.00	\$5,177.75	\$13,975.02	\$30,000.00	\$16,024.98	46.58%
001-000-000-576-21-48-11	Water Quality Main Contract (Aq Spec)	\$1,164.12	\$0.00	\$0.00	\$1,164.12	\$5,016.44	\$11,000.00	\$5,983.56	45.60%
	Total Prof Services-Maintenance	\$15,093.43	\$1,444.08	\$1,067.55	\$17,605.06	\$32,702.94	\$68,668.00	\$35,965.06	16.21%
Repairs & Maintenance									
001-000-000-576-21-48-00	Maintenance Services (non-contracted)	\$13,470.30	\$2,058.87	\$1,102.55	\$16,631.72	\$29,332.92	\$88,500.00	\$59,167.08	33.14%
	Total Repairs & Maintenance	\$13,470.30	\$2,058.87	\$1,102.55	\$16,631.72	\$29,332.92	\$88,500.00	\$59,167.08	33.14%
O									
Communications	Web Design & Maintenan	B4 405 00	671750	** **	60 450 55	en 200 0 :	\$3,000.00	\$677.66	77 4401
001-000-000-576-20-41-02	Web Design & Maintenance Telephone/Internet (Comcast)	\$1,435.00 \$513.84	\$717.50 \$513.72	\$0.00 \$513.72	\$2,152.50	\$2,322.34	\$5,200.00	\$677.66 \$1,589.96	77.41% 69.42%
001-000-000-576-20-42-01 001-000-000-576-20-42-04	Email Notification System (CampaignMonitor)	\$513.84 \$69.00	\$513.72 \$69.00	\$513.72 \$69.00	\$1,541.28 \$207.00	\$3,610.04 \$483.00	\$5,200.00	\$267.00	64.40%
001-000-000-576-20-42-04	Desktop Licenses (MS & Misc)	\$320.69	\$281.57	\$298.64	\$900.90	\$2,196.83	\$3,200.00	\$1,003.17	68.65%
001-000-000-576-21-41-14	Remote Meeting Software (GoToMtg,Zoom)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
001-000-000-576-21-42-07	Postage and Mailing	\$99.10	\$75.39	\$17.40	\$191.89	\$457.06	\$250.00	(\$207.06)	182.82%
001-000-000-576-21-42-14	Elevate Phone System	\$445.08	\$0.00	\$445.10	\$890.18	\$1,335.25	\$3,000.00	\$1,664.75	44.51%
001-000-000-576-21-42-03	Work Email Accounts (Google Suite)	\$49.27	\$49.27	\$49.27	\$147.81	\$388.56	\$600.00	\$211.44	64.76%
	Total Communications	\$2,931.98	\$1,706.45	\$1,393.13	\$6,031.56	\$10,793.08	\$16,300.00	\$5,506.92	66.22%

2025 2nd Qtr Expenditures Page 1

Category/ Acct #	Reference	Apr 2025	May 2025	Jun 2025	2nd Qtr	YTD Expense	2025 Budget	Budget Balance	% of Budget
					Totals				Target 50%
Training & Travel									
001-000-000-576-20-43-08	Community Advisory Committee	\$0.00	\$0.00	\$0.00	\$0.00		\$5,000.00	\$5,000.00	0.00%
001-000-000-576-21-43-01	Misc Travel Expenses (Lodging, Per Diem)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
001-000-000-576-21-43-03	Certifications (non WSI)	\$0.00	\$376.00	\$0.00	\$376.00	\$376.00	\$3,500.00	\$3,124.00	10.74%
001-000-000-576-21-43-04	In Service Supplies (Internal Training)	\$22.98	\$0.00	\$34.47	\$57.45	\$103.41	\$2,500.00	\$2,396.59	4.14%
001-000-000-576-21-43-05	Swim Lesson Licensing (Amer Red Cross)	\$264.00	\$0.00	\$975.00	\$1,239.00	\$2,085.00	\$1,750.00 \$1,750.00	(\$335.00)	119.14%
001-000-000-576-21-43-07 001-000-000-576-21-43-10	Management Staff Training Travel for Business (Mileage, Tolls)	\$280.00 \$0.00	\$0.00 \$0.00	\$0.00 \$0.00	\$280.00 \$0.00	\$280.00 \$0.00	\$1,750.00	\$1,470.00 \$1,250.00	16.00% 0.00%
001-000-000-576-21-43-10	Total Training & Travel	\$566.98	\$376.00	\$1,009.47	\$1,952.45	\$2,844.41	\$16,750.00	\$13,905.59	16.98%
Advertising									
001-000-000-576-20-41-00	Public Outreach Events	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00	\$2,500.00	0.00%
001-000-000-576-20-41-07	District Advertising	\$787.00	\$920.00	\$0.00	\$1,707.00	\$5,487.50	\$8,000.00	\$2,512.50	68.59%
001-000-000-576-20-41-13	Sponsorship Supported	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	\$200.00	0.00%
001-000-000-576-20-41-20	Social Media Advertising	\$86.05	\$52.82	\$49.95	\$188.82	\$217.79	\$2,000.00	\$1,782.21	10.89%
001-000-000-576-20-41-40	Ad Design	\$25.00	\$0.00	\$0.00	\$25.00	\$50.00	\$450.00 \$4,000.00	\$400.00 \$4.000.00	11.11%
001-000-000-576-20-42-05	Bulk Mailing - District Postcard Bulk Printing - District Postcard	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00	\$2,500.00	0.00%
001-000-000-576-20-49-09	Total Advertising	\$0.00 \$898.05	\$0.00 \$972.82	\$0.00 \$49.95	\$0.00 \$1,920.82	\$0.00 \$5,755.29	\$19,650.00	\$13,894.71	0.00% 29.29%
Rentals & Leases									
001-000-000-576-20-45-00	District Office Rental (Zen)	\$717.50	\$717.50	\$717.50	\$2.152.50	\$4.305.00	\$9,000.00	\$4,695.00	47.83%
001-000-000-576-20-45-01	Storage Rental (AAAA)	\$300.00	\$300.00	\$300.00	\$900.00	\$2,420.00	\$4,000.00	\$1,580.00	60.50%
001-000-000-576-20-45-02	Miscellaneous Rentals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00	\$2,500.00	0.00%
001-000-000-576-20-45-05	Meeting Room Rental	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
	Total Rentals & Leases	\$1,017.50	\$1,017.50	\$1,017.50	\$3,052.50	\$6,725.00	\$16,000.00	\$9,275.00	42.03%
Utilities									
001-000-000-576-21-47-00	Electricity (PSE)	\$11.564.49	\$11.438.39	\$10.057.89	\$33.060.77	\$70.927.52	\$170,000.00	\$99,072.48	41.72%
	Water (Highline)	+ ,	+	+ ,			\$9,000.00	\$99,072.48 \$4,547.76	
001-000-000-576-21-47-02	Garbage/Recycling (Recology)	\$1,510.78	\$756.68	\$761.20	\$3,028.66	\$4,452.24	\$7,250.00	\$3,323.11	49.47%
001-000-000-576-21-47-03 001-000-000-576-21-47-04	Sewer (Midway)	\$1,139.50 \$0.00	\$569.75 \$1,036.72	\$569.75	\$2,279.00 \$1.036.72	\$3,926.89 \$3,020.87	\$4,750.00	\$1,729.13	54.16% 63.60%
001-000-000-370-21-47-04	Total Utilities	\$14,214.77	\$13,801.54	\$11,388.84		\$82,327.52	\$191,000.00	\$108,672.48	43.10%
Insurance					****,				
001-000-000-576-20-46-00	Insurance - WCIA, AWC	\$0.00	\$0.00	\$0.00	\$0.00	\$34,278.36	\$58,000.00	\$23,721.64	59.10%
	Total Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$34,278.36	\$58,000.00	\$23,721.64	59.10%
Miscellaneous									
001-000-000-576-20-49-07	Misc. Services/Discrepancies	\$6,850.56	\$250.00	\$5.11	\$7,105.67	\$4.935.71	\$500.00	(\$4,435.71)	987.14%
001-000-000-576-20-49-07	Printing & Copying (Outside Vendors)	\$6,850.56	\$250.00	\$0.00	\$0.00	\$4,935.71 \$218.47	\$1,250.00	\$1.031.53	17.48%
001-000-000-576-20-49-60	Dues/Membershp/Subscriptions	\$66.10	\$1,381.14	\$69.07	\$1.516.31	\$3,111.34	\$5,000.00	\$1,888.66	62.23%
001-000-000-576-20-51-50	Background checks	\$0.00	\$58.00	\$0.00	\$58.00	\$174.00	\$1,250.00	\$1,076.00	13.92%
001-000-000-576-21-40-20	Scholarships (Faith Callahan)	\$0.00	\$238.00	\$484.10	\$722.10	\$1,079.10	\$3,500.00	\$2,420.90	30.83%
001 000 000 010 21 10 20	Total Miscellaneous	\$6,916.66	\$1,927.14	\$558.28	\$9,402.08	\$9,518.62	\$11,500.00	\$1,981.38	82.77%
		\$6,916.66	\$1,927.14	\$558.28	\$9,402.08	\$9,518.62	\$11,500.00	\$1,981.38	82.77%
Intergovernmental Service	es								
001-000-000-576-20-41-11	SAO Audit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
001-000-000-576-20-51-02	Inspections (Fire Ext)	\$159.00	\$0.00	\$0.00	\$159.00	\$159.00	\$500.00	\$341.00	31.80%
001-000-000-576-20-51-03	B&O Tax/Agency (DOR)	\$0.00	\$2,442.04	\$0.00	\$2,442.04	\$4,664.17	\$11,000.00	\$6,335.83	42.40%
001-000-000-576-20-51-10	Services Contract (City of Des Moines)	\$360.00	\$675.00	\$0.00	\$1,035.00	\$1,125.00	\$4,000.00	\$2,875.00	28.13%
001-000-000-576-21-49-20	Permits & Fees (KCHD, CoDM Total Intergov Services	\$1,040.06	\$3,286.90	\$0.00	\$4,326.96	\$4,821.16	\$2,000.00	(\$2,821.16)	241.06%
	Total likelyov Services	\$519.00	\$6,403.94	\$0.00	\$6,922.94	\$10,769.33	\$22,500.00	\$11,730.67	47.86%
Capitals									
001-000-000-594-76-41-02	Capital - Advertising	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
001-000-000-594-76-41-03	Capital - Architects/Engineers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
001-000-000-594-76-41-04	YASG (Strainer Basket, Piping & Boiler Tanks)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$213.116.72	\$213,116.72	0.00%
001-000-000-594-76-41-05	BS4K (Air Handling Unit)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,438,100.00	\$1,438,100.00	0.00%
001-000-000-594-76-41-07	Shower Piping Repairs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,000.00	\$12,000.00	0.00%
301-000-000-397-00-00-00	Transfer From General Fund to Capital	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,124,110.50	\$1,124,110.50	0.00%
	Total Capitals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,788,827.22	\$2,788,827.22	0.00%
	TOTAL COLO ADMINISTRATION	***	********	***	A= 4.5	A40=	****	****	
	TOTAL 2nd Qtr ADMINISTRATION TOTAL 2nd Qtr OPERATIONS	\$27,042.32	\$24,020.19	\$23,237.80	\$74,300.31	\$167,618.31	\$353,600.00	\$185,981.69	47.40%
	TOTAL 2nd Qtr OPERATIONS TOTAL 2nd Qtr CAPITAL	\$124,549.27 \$0.00	\$98,572.35 \$0.00	\$91,314.52 \$0.00	\$314,436.14 \$0.00	\$589,117.00 \$0.00	\$1,478,102.24 \$2,788,827.22	\$888,985.24 \$2,788,827.22	39.86% 0.00%
	. O E E. M. GRI OFI TIFE	φυ.00	φυ. υ υ	φυ.υυ	φυ.υυ	φυ.υυ	Ψ=,100,021.22	Ψ2,100,021.22	0.00 /6
ODAND TOTAL O									
GRAND TOTALS		\$151,591.59	\$122,592.54	\$114,552.32	\$388,736.45	\$756,735.31	\$4,620,529.46	\$3,863,794.15	1638%

Target 50%

2025 2nd Qtr Expenditures Page 2

Des Moines Pool Métropolitain Park District

AG	ENDA I	TEMS SUI	MMARY S	SHEET			
Agenda Item #: 7i	Assigned t	o: District GI	<u>√l</u> M e	eeting Date: Au	ugust 26, 2025		
Under: Old Business			Att	tachment:\	<u>Yes</u>		
Subject: Boiler Water Tank	c Project – C	Critical Purcha	ise				
Background/Summary: The Project Manager spoke inspection of the boiler wate like they could fail in the ne	er tanks dur	•	•				
The project to replace the boiler water tanks has been pushed back twice due to issues with the lease and lien on the KCYAS grants. Originally, we planned on completing the project in March 2025, then August 2025, and finally we have extended the lease in the hopes that the lien can be worked out.							
through contract at the Mou weeks to source. If the poo	MacDonald Miller, who provides general electrical, equipment and plumbing maintenance through contract at the Mount Rainier Pool has stated the boiler water tanks will need 14-16 weeks to source. If the pool district does not source the parts, and the system breaks down, this could lead to a 3–4-month closure.						
The District General Manager is recommending pursuing sole-sourcing the boiler water tanks through MacDonald Miller, and then: - (IDEAL) Use Engineer of Record to bid for contractor to complete project - (EMERGENCY/BACKUP) Work with MacDonald Miller to install as an emergency project							
The District also suggests v	working with	them to store	e them until	the project can	be executed.		
Fiscal Impact: The project is covered by a KCYAS grant that was awarded in 2023. The district was able to get an extension through 2026. The purchase will show up in the 2025 budget, while the grant may not be received until 2026.							
Proposed Motion: I approve to purchase and store two (\$85,000.			•	•			
Reviewed by District Legal	Counsel:	Yes <u>X</u> *	No	Date:			
Two Touch Rule:	N/A N/A	Fir		eeting (Informa	ational)		
	N/A	_ secona B	oard Meetir	ig (Action)			

Action Taken: Adopted _____ Rejected ____ Postponed ____

Follow-up Needed:	Yes	No	Report back date:
i ollow-up Neceucu.	103		 report back date.

Notes:

- Proposal # -1296 RV1 Mt Rainier Pool

*Legal has not reviewed this specific issue, but we had discussions on interpretations of estimates similar to this, and interpretations on our agreement with MacDonald Miller.





June 23, 2025,

Proposal # 1296RV1SZ

Scott Romano
Des Moines Pool Met Park District
22015 Marine View Dr Suite 2B
Des Moines, WA 98198

Subject: Mt Rainier Pool – Replace (2) Hot Water Storage Tanks

Job Site: 22722 19th Ave S. Des Moines, WA 98198

Dear Scott:

MacDonald-Miller Facility Solutions is pleased to provide you with the following proposal to replace the (2) 200-gallon hot water storage tanks with new internal double wall coil heat exchangers and controls.

Below is a list of inclusion, exclusions, and assumptions.

INCLUSIONS

- Detailing, layout and coordination.
- Provide engineering services required to obtain a City of Des Moines plumbing permit, Includes permit fees.
- Demo and remove the (2) existing hot water storage tanks.
- Furnish and install (2) new AO Smith 200-gallon hot water storage tanks with new internal double wall coil heat exchanger and controls.
 14-16 week lead time
- Furnish and install new piping as needed to adapt new tanks to existing piping.
- Furnish and install (2) new circulator pumps.
- Furnish and install (2) new flow control valves.
- Furnish sub-contractor labor and materials to insulate new piping.
- Start up and commissioning of new tanks and controls.
- Supervision & project management.
- 1 year warranty (parts & labor). 2-year warranty (parts & labor) if equipment is maintained by MacDonald-Miller





ASSUMPTIONS/CLARIFICATIONS

- This proposal is based on work taking place during normal business hours. Hot water will need to be shut off for multiple days.
- It is expected that a clear schedule will be laid out and agreed on based on the owner's expectations.

EXCLUSIONS

- Washington State Sales Tax.
- Any increased costs (whether in price or related to delays in availability) of materials and/or
 equipment associated with tariffs, levies, duties or taxes
- Expedited production or shipping

•

- After hours or weekend work overtime labor rates.
- Lead paint / asbestos abatement, including survey.
- Building modifications that may be required by local officials for code compliance or upgrades.
- Any other deficiencies found during this repair.
- Any Scope not referenced above.

PRICING

TOTAL price for above scope	\$95,715.00
Pre-Payment Terms: 25% Down Payment of Entire Contract Value	

Thank you again for the opportunity to provide you with this proposal. If you should have any questions or should require any further information, please don't hesitate to contact me @ (260) 396-1097

Thank you,

Steve Zander Account Executive

Anticipated starting date: TBD

Upon which this proposal is based. This proposal does not include, unless so stated, any applicable state or federal taxes. This proposal is subject to acceptance by purchaser within 30 days and subject to the terms and conditions stated on the following page.

and completion date:
MacDonald-Miller Facility Solutions, LLC.
Sim Zan
Submitted by:

Steve Zander/ Account Executive





Acceptance: I agree to the terms hereof and acceptance of this agreement.		
Purchaser		
Ву	<u>Date</u>	

Please indicate acceptance by signing below and returning to my attention via email at steve.zander@macmiller.com. We appreciate the opportunity and confidence in our services.

*Regarding payment: Preferred payments made by check. Please note that use of credit card for payment will include a surcharge of 3.5% of invoice, we accept Mastercard and Visa.



CONTINUOUS COMMISSIONING THROUGH SMART BUILDING SERVICES

MacDonald-Miller Smart Building Services are here to help you keep your building occupants comfortable, minimize inconveniences when equipment needs to be repaired, and lower utility costs. Using the best mechanical and controls technology paired with over 50 years of industry expertise, we are able to support you remotely to optimize your building's performance and proactively identify equipment issues, using analytics and real-time data that your mechanical system already has available. This allows MacDonald-Miller to analyze, prioritize and optimize your building's needs and provide solutions that ultimately save you time and money. Learn more by checking out our website at https://macmiller.com/smart-building-service-maintenance.

Smart Building Services



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TERMS AND CONDITIONS/CONSTRUCTION SERVICES

Acceptance By authorizing MacDonald-Miller Facility Solutions, LLC. to provide the construction services contemplated by this Agreement, Customer agrees

to the terms and conditions herein stated.

Scope of Obligations MacDonald-Miller Facility Solutions, LLC. shall provide construction service when contracted for, pursuant to the attached proposal, purchase

order or estimate of which these terms and conditions are a part.

Obligations of Customer Customer shall extend all reasonable cooperation requested in terms of personnel; access to premises where work is to be performed; promptly

providing information requested by contractor, and shall promptly notify MacDonald-Miller Facility Solutions, LLC. upon observation of any

unusual or unsafe condition.

Service Availability MacDonald-Miller Facility Solutions, LLC. agrees to provide construction service during normal business hours, i.e., 6:00am to 5:30 pm, Monday

through Friday, holidays excepted. Agreed upon changes are at the hourly rate and terms, including vehicle charges or special assessments,

then in effect by MacDonald-Miller Facility Solutions, LLC.

Charges and Terms Payment is due within 30 days of the invoice date. Any balance due after 30 days shall bear interest at the maximum legal rate permitted from

the invoice date.

Taxes There will be added to all charges the amount of any present and future taxes or any other governmental charges now or hereafter imposed by

existing or future laws with respect to any services rendered or materials supplied.

Limitation of Liability MACDONALD-MILLER FACILITY SOLUTIONS, LLC. SHALL NOT BE LIABLE TO CUSTOMER FOR ANY INDIRECT, INCIDENTAL,

CONSEQUENTAL OR PUNITIVE DAMAGES, INCLUDING LOSS OF PROFIT OR GOODWILL, AS A RESULT OF ANY MATTER ARISING OUT OF OR RELATING TO THE CONSTRUCTION SERVICES PROVIDED UNDER THIS AGREEMENT AND/OR ITS SUBJECT MATTER WHETHER SUCH LIABILITY IS ASSERTED ON THE BASIS OF CONTRACT, TORT OR OTHERWISE, EVEN IF ADVISED OF THE

POSSIBILITY OF SUCH DAMAGES.

The customer agrees that MacDonald-Miller Facility Solutions, LLC.'s liability thereunder for damage shall not exceed the amount paid for construction services and only if such damage is the result of MacDonald-Miller Facility Solutions, LLC.'s negligence or willful misconduct.

To the fullest extent permitted by law, the Owner shall indemnify and hold harmless the Contractor and its agents and employees from any claims, damages, losses and expenses including attorney's fees to the extent caused by the negligent acts or omissions, or willful misconduct of

the Owner

Default

Term

General

Unless stated in writing, MACDONALD-MILLER FACILITY SOLUTIONS, LLC. DOES NOT MAKE ANY EXPRESS OR IMPLIED WARRANTIES, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

MacDonald-Miller Facility Solutions, LLC. shall not be responsible or liable for any loss, damages or delay in furnishing materials or failure to perform services when caused by fire, interruption of utility services, flood, acts of civil or military authorities, insurrection, terrorist act, riot, civil disorder, labor disturbances, or by any other cause which is unavoidable or beyond its control.

If the Contractor is delayed by any act or neglect of Owner or a separate Contractor employed by Owner, the time for completion shall be extended as necessary and an extension of time to compete the work does not preclude recovery of damages for delay by Contractor.

If Customer does not pay any amount due thereunder, or breaches any of the terms of this Agreement, MacDonald-Miller Facility Solutions, LLC.

may, in addition to any other legal remedies it may have, including the right to file a lien under state law, suspend work until payment is made.

Prices will be subject to periodic changes due to change in labor and material rates.

Either party may terminate this Agreement at any time for failure of the other to comply with any of its terms and conditions, but termination shall

not relieve Owner of the duty to pay for work performed by Contractor.

Customer represents that it has authority to enter into this Agreement. Owner warrants that to the best of its knowledge there are no unsafe

conditions or hazardous materials or substances in, on, around or affecting the area where the work is to be performed.

This Agreement shall be governed by the laws of the State where the work was done. In the event any party shall bring suit or action against the other for relief arising out of this Agreement, the prevailing party shall have and recover against the other party all court costs, disbursements, and a reasonable attorney's fee. Customer consents to and agrees to jurisdiction and venue of any proceeding in the District or Superior Court of

the State of Washington for King County at MacDonald-Miller Facility Solutions, Inc's election.

Making a final payment shall constitute a waiver of claims by the Owner except those arising from claims by third parties arising out of the contract, failure of the work to comply with the requirements of this contract, or manufacturer warranties passed on to the Owner by Contractor.

The Owner and Contractor shall commence all claims and causes of action against the other whether in contract, tort, breach warranty or

otherwise arising out of or related to this contract within 365 days following Contractor's completion of the work.

Publicity and Promotion. Customer and MacDonald-Miller Facility Solutions, LLC., (MMFS) agree that MMFS is entitled rights of publicity or promotion with respect to the work completed by MMFS under this Agreement, including, but in no way limited to, photographs and written or graphical depictions of the work, the project, and product. MMFS may exercise such rights of publicity or promotion in any way it deems appropriate for marketing or other promotional purposes. MMFS shall retain exclusive ownership of any intellectual property rights that may result from any such publicity or promotion, including, but in no way limited to, copyright or trademark protection. Photographs or other graphical depictions of non-MMFS personnel will only be used with written consent by the Customer and the individual. Furthermore, the Customer agrees to the use of their name/logo by MMFS in furtherance of MMFS's rights of publicity. Any press release will be mutually agreed upon (form and content) by both parties prior to its release.

Any notice required by this Agreement shall be deemed received, delivered in person, or by facsimile or sent by mail.

macmiller.com 1-800-962-5979

WASHINGTON & OREGON

Des Moines Pool Metropolitan Park District

AGENDA ITEMS SUMMARY SHEET				
Agenda Item #: 7j Assign Under: Old Business	ned to: District GM	Meeting Date: August 26, 2025		
Old Busilless	_	Attachment: Yes		
Subject: Electrical Emergence	cy Repair Overage			
Background/Summary: At the July 22 board meeting, Declaration of an Emergency Pool not to exceed \$42,410.		signed Resolution 2025-07 Electrical Repairs at Mount Rainier		
issues and provided the attac	hed change order #1. The D	Pool they discovered additional istrict GM received approval from the ge order and potentially go over the		
The purpose of this is to inform the board that the project may go over the NTE of \$42,410, and the Finance Committee approved the change order. Even though the District General Manager has the ability to approve transactions of up to \$5,000, it is important that all changes over an NTE be communicated back to the full board. This is in accordance with Policy 520 Procurement to ensure full transparency.				
Fiscal Impact: Proactive app	proach to ensure transparenc	у.		
Proposed Motion: No motion at this time. Informational only.				
Reviewed by District Legal Counsel: YesNo_X_ Date: N/A				
Three Touch Rule:	Continuous First Bo	ittee Review ard Meeting (Informational) d Board Meeting (Action)		
Action Taken: Adopted	Rejected Postpor	ned		
	esNo <u>x</u>	_ Report back date:		
Notes: Attachment:				

- Proposal #1248CW CO-01(Change Order #1)
- Resolution 2025-07 Declaration of an Emergency and Authorizing Immediate Electrical Repairs at Mount Rainier Pool (unsigned)
- Policy 520 Procurement (click here)





August 19, 2025

Proposal #1248CW CO-01



Scott Deschenes City of Des Moines – Mt. Rainier Pool 22722 19th Ave S, Des Moines, WA 98198 206-429-3852

Subject: Mt. Rainier Pool Lighting Replacements - Change Order 01

22722 19th Ave S, Des Moines, WA 98198:

Dear Scott,

MacDonald-Miller Facility Solutions is pleased to provide you with the following change order for additional scope outlined below.

SCOPE & INCLUSIONS

Base Scope

- Replace junction box, car flex, and wiring going to the lights at the front entry of the building
 Tripping due to a dead short and compromised wire
- Replace the thermostat connected to the operable exhaust fan
- Close out package
- 1-year parts & labor warranty

EXCLUSIONS (unless specifically stated above)

- Structural and electrical modifications
- Overtime labor
- All electrical, DDC Controls, fire sprinkler, smoke control and fire alarm scope
- Return air smoke detector wiring to a building fire alarm panel
- Asbestos & lead paint testing and/or abatement
- All wall cutting, patching, & painting
- X-Ray or scanning
- Concrete cutting & coring
- Controls
- Bonds
- Warranty, upgrades or repairs to existing systems not specifically outlined in this proposal
- Allowance for any hidden/unknown existing conditions, except as noted above
- Any increased costs (whether in price or related to delays in availability) of materials and/or





clean building.

macmiller.com/clean-building

equipment associated with tariffs, levies, duties or taxes

Washington State Sales Tax

CLARIFICATIONS & ASSUMPTIONS

- Assuming clear access to all working areas
- Subject to additional site inspections and engineering review
- Quote based on work occurring during normal working hours: M-F 6am-2:30pm
- Scope as described must be accepted by the Authority Having Jurisdiction (AHJ) for this proposal to become valid
- Proposal is valid for 30 days from date above
- Regarding payment: Preferred payments made by check. Please note that use of credit card for payment will include a surcharge of 3.5% of invoice, we accept Mastercard and Visa.

PRICING

Total \$2,651 plus WSST

Thank you again for the opportunity to provide you with this proposal. If you should have any questions or should require any further information, please don't hesitate to contact me at 206-473-0845.

Thank you,

Chris Watson Account Executive

macmiller.com 1-800-962-5979





Please indicate acceptance by signing below and returning to my attention via email at chris.watson@macmiller.com. We appreciate the opportunity and confidence in our services. Please feel free to call with any questions you may have (206) 473-0845.



Anticipated starting date: <u>IBD</u>	and completion date:
Upon which this proposal is based. This proposal does not include, unless so stated, any applicable	MacDonald-Miller Facility Solutions, LLC.
state or federal taxes. This proposal is subject to acceptance by purchaser within 30 days and subject to the terms and conditions stated on the	Submitted by:
following page.	Chris Watson / Account Executive
Acceptance: I agree to the terms hereof and acc	eptance of this agreement.
Purchaser	
By	Date

MacDonald-Miller would like to introduce our Smart Building Services. These services help to optimize your building's performance and identify equipment issues proactively, using analytics and real-time data that your mechanical system already has available. This allows MacDonald-Miller to remotely analyze, prioritize and optimize your building's needs and provide solutions that ultimately save you time and money.







EXPECT EXPECT
EFFICIENCY COMFORT

TERMS AND CONDITIONS/CONSTRUCTION SERVICES

By authorizing MacDonald-Miller Facility Solutions, LLC. to provide the construction services contemplated by this Acceptance Agreement, Customer agrees to the terms and conditions herein stated.

Scope of Obligations MacDonald-Miller Facility Solutions, LLC, shall provide construction service when contracted for, pursuant to the attached proposal, purchase order or estimate of which these terms and conditions are a part.

> Customer shall extend all reasonable cooperation requested in terms of personnel; access to premises where work is to be performed; promptly providing information requested by contractor, and shall promptly notify MacDonald-Miller Facility Solutions, LLC. upon observation of any unusual or unsafe condition.

MacDonald-Miller Facility Solutions, LLC. agrees to provide construction service during normal business hours, i.e., 6:00am to 5:30 pm, Monday through Friday, holidays excepted. Agreed upon changes are at the hourly rate and terms, including vehicle charges or special assessments, then in effect by MacDonald-Miller Facility Solutions, LLC.

Payment is due within 30 days of the invoice date. Any balance due after 30 days shall bear interest at the maximum legal rate permitted from the invoice date.

hereafter imposed by existing or future laws with respect to any services rendered or materials supplied.

MACDONALD-MILLER FACILITY SOLUTIONS, LLC. SHALL NOT BE LIABLE TO CUSTOMER FOR ANY INDIRECT, INCIDENTAL, CONSEQUENTAL OR PUNITIVE DAMAGES, INCLUDING LOSS OF PROFIT OR GOODWILL, AS A

There will be added to all charges the amount of any present and future taxes or any other governmental charges now or

RESULT OF ANY MATTER ARISING OUT OF OR RELATING TO THE CONSTRUCTION SERVICES PROVIDED UNDER THIS AGREEMENT AND/OR ITS SUBJECT MATTER WHETHER SUCH LIABILITY IS ASSERTED ON THE BASIS OF CONTRACT, TORT OR OTHERWISE, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

The customer agrees that MacDonald-Miller Facility Solutions, LLC.'s liability thereunder for damage shall not exceed the amount paid for construction services and only if such damage is the result of MacDonald-Miller Facility Solutions, LLC.'s negligence or willful misconduct.

To the fullest extent permitted by law, the Owner shall indemnify and hold harmless the Contractor and its agents and employees from any claims, damages, losses and expenses including attorney's fees to the extent caused by the negligent acts or omissions, or willful misconduct of the Owner.

Unless stated in writing, MACDONALD-MILLER FACILITY SOLUTIONS, LLC. DOES NOT MAKE ANY EXPRESS OR IMPLIED WARRANTIËS, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

MacDonald-Miller Facility Solutions, LLC. shall not be responsible or liable for any loss, damages or delay in furnishing materials or failure to perform services when caused by fire, interruption of utility services, flood, acts of civil or military authorities, insurrection, terrorist act, riot, civil disorder, labor disturbances, or by any other cause which is unavoidable or beyond its control.

If the Contractor is delayed by any act or neglect of Owner or a separate Contractor employed by Owner, the time for completion shall be extended as necessary and an extension of time to compete the work does not preclude recovery of damages for delay by Contractor.

If Customer does not pay any amount due thereunder, or breaches any of the terms of this Agreement, MacDonald-Miller Facility Solutions, LLC. may, in addition to any other legal remedies it may have, including the right to file a lien under state law, suspend work until payment is made.

Prices will be subject to periodic changes due to change in labor and material rates. Notwithstanding anything to the contrary, Customer acknowledges and agrees any and all increased costs (whether in price or related to delays in availability) of materials and/or equipment associated with tariffs, levies, duties or taxes shall be the sole responsibility of

Either party may terminate this Agreement at any time for failure of the other to comply with any of its terms and conditions, but termination shall not relieve Owner of the duty to pay for work performed by Contractor.

Customer represents that it has authority to enter into this Agreement. Owner warrants that to the best of its knowledge there are no unsafe conditions or hazardous materials or substances in, on, around or affecting the area where the work is to be performed.

This Agreement shall be governed by the laws of the State where the work was done. In the event any party shall bring suit or action against the other for relief arising out of this Agreement, the prevailing party shall have and recover against the other party all court costs, disbursements, and a reasonable attorney's fee. Customer consents to and agrees to jurisdiction and venue of any proceeding in the District or Superior Court of the State of Washington for King County at MacDonald-Miller Facility Solutions, Inc's election.

Making a final payment shall constitute a waiver of claims by the Owner except those arising from claims by third parties arising out of the contract, failure of the work to comply with the requirements of this contract, or manufacturer warranties passed on to the Owner by Contractor.

The Owner and Contractor shall commence all claims and causes of action against the other whether in contract, tort, breach warranty or otherwise arising out of or related to this contract within 365 days following Contractor's completion of

Publicity and Promotion. Customer and MacDonald-Miller Facility Solutions, LLC., (MMFS) agree that MMFS is entitled rights of publicity or promotion with respect to the work completed by MMFS under this Agreement, including, but in no way limited to, photographs and written or graphical depictions of the work, the project, and product. MMFS may exercise such rights of publicity or promotion in any way it deems appropriate for marketing or other promotional purposes. MMFS shall retain exclusive ownership of any intellectual property rights that may result from any such publicity or promotion, including, but in no way limited to, copyright or trademark protection. Photographs or other graphical depictions of non-MMFS personnel will only be used with written consent by the Customer and the individual. Furthermore, the Customer agrees to the use of their name/logo by MMFS in furtherance of MMFS's rights of publicity. Any press release will be mutually agreed upon (form and content) by both parties prior to its release.

Any notice required by this Agreement shall be deemed received, delivered in person, or by facsimile or sent by mail.

Obligations of Customer

Service Availability Charges and Terms

Taxes

Limitation of Liability

Default

Term

General

DES MOINES POOL METROPOLITAN PARK DISTRICT KING COUNTY, WASHINGTON

RESOLUTION NUMBER 2025 – 07 DECLARATION OF AN EMERGENCY AND AUTHORIZING IMMEDIATE ELECTRICAL REPAIRS AT MOUNT RAINIER POOL

WHEREAS, the Mount Rainier Pool's electrical system, originally installed in 1975, has significantly deteriorated due to age and prolonged exposure to moisture and chemical vapors, resulting in repeated failures of safety-critical infrastructure including lighting and ventilation; and

WHEREAS, on-site assessments conducted by MacDonald-Miller Facility Solutions identified immediate electrical hazards, including nonfunctional exterior and emergency lighting, degraded conduit, and power instability in the equipment room, that threaten the safe operation of the facility; and

WHEREAS, the failure of the electrical systems poses a risk to the health and safety of patrons and staff, and constitutes an emergency as defined under RCW 39.04.280(3), necessitating immediate repair to avoid facility closure or danger to life and property; and

WHEREAS, a proposal from MacDonald-Miller Facility Solutions dated June 5, 2025, estimates the cost of these repairs at \$38,248 plus applicable sales tax (10.2%), bringing the total not-to-exceed amount to \$42,140, which will be funded through existing non-contracted maintenance reserves; and

WHEREAS, these emergency repairs will be completed during the planned August 2025 facility closure to avoid additional disruption to public programming and operations; and

WHEREAS, the Board recognizes that this emergency action represents the first phase of a larger electrical modernization effort, for which the District has applied for funding from the King County Parks Aquatic Facilities Grant Program;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE DES MOINES POOL METROPOLITAN PARK DISTRICT:

- 1. **Declaration of Emergency:** That an emergency exists requiring immediate electrical repair at the Mount Rainier Pool to ensure the health, safety, and continued operation of the facility.
- 2. **Authorization of Emergency Repair Contract:** That the General Manager is hereby authorized to enter into an agreement with MacDonald-Miller Facility Solutions for a not-to-exceed amount of \$42,140, including sales tax, to complete the electrical repair scope identified in their June 5, 2025 proposal.
- 3. Waiver of Competitive Bidding: That due to the emergency nature of the work, the formal bidding process is waived in accordance with RCW 39.04.280.
- 4. Effective Date: This Resolution shall become effective immediately upon passage.

ADOPTION: ADOPTED by the Board of Commissioners of the Des Moines Pool Metropolitan Park District at an open meeting of such Board on the 22nd of July 2025, the following Commissioners being present and voting.

President Young	Commissioner Dusenbury
Commissioner Campbell	Commissioner Stender
Commissioner Thorell	 District Clerk

Des Moines Pool Metropolitan Park District

	AGE	NDA ITE	EMS SUMI	MARY SHEET	
Agenda Item #:	7k As	J	District GM	Meeting Date:	August 26, 2025
Under: New Bu	usiness			Attachment:	Yes
Subject: Civic	Rec Docume	ent Manage	ement		
Background/Sum	ımary:				
District staff reque for scholarships.		-		ment Management Scalue.	ftware to utilize
provides a secure	The software can be utilized to download evidence of proof of need for scholarships. It provides a secure system that can also be used for waivers and other forms that contain secure information.				-
This can help stre		process and	d help provide	e better equity by utiliz	ing the translation
In the Summer of 2026, the board can decide on the software and if the district should look at renewing or canceling the service.					
Updating the district's scholarship program will be discussed as item 8a. The ability for patrons to directly apply and download from their home. It also gives access to translation services through the registration portal and Google Translate to over 100 languages.					
Fiscal Impact: The fee was waived for one year and can be negotiated the second year.					
Proposed Motion: I move to approve the District General Manager to sign the attached agreement for a one-year trial for Document Manager Add-on through June 2026.					
Reviewed by Le	gal Counse	el:	Yes	No D	ate:
Two Touch Rule	o:	8/26/202 To Be D	25 etermined	Committee Review First Board Meeting Second Board Mee	• •
Action Taken:	Ado	pted	Reje	cted Pos	stponed
Follow-up Need	ed: Ye	s	No	_ Reporting Back	Date:

Notes: Attachments:

- 2025-2026 Document Manager Add-on Agreement
 CivicRec Document Manager Add-On Fact Sheet



CivicPlus

302 South 4th St. Suite 500 Manhattan, KS 66502

Statement of Work

Quote #: Q-104956-1

Date: 7/24/2025 12:22 PM

Expires On: 9/22/2025

Client:

Des Moines Pool Metropolitan Park District, WA

Bill To:

DES MOINES POOL METROPOLITAN PARK DISTRICT, WASHINGTON

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Corey Abbate		corey.abbate@civicplus.com		Net 30

Discount(s)

QTY	PRODUCT NAME	DESCRIPTION
1.00	Recreation Management Year 1 Annual Fee Discount	Year 1 Annual Fee Discount

Recurring Service(s)

QTY	PRODUCT NAME	DESCRIPTION
1.00	Document Management	Document Management Module: Enabled to allow customers to upload documents and staff to manage records.

List Price - Initial Term Total	USD 3,500.00
Total Investment - Initial Term	USD 0.00
Annual Recurring Services (Subject to Uplift)	USD 2,750.00

Initial Term	12 Months Beginning at Signing
Initial Term Invoice Schedule	100% Invoiced upon Signature Date

Renewal Procedure	Automatic 1 year renewal term, unless 60 days notice provided prior to renewal date
Annual Uplift	5% to be applied in year 2

This Statement of Work ("SOW") shall be subject to the terms and conditions of the CivicPlus Master Services Agreement and the applicable Solution and Services terms and conditions located at https://www.civicplus.help/hc/en-us/p/legal-stuff (collectively, the "Binding Terms"), By signing this SOW, Client expressly agrees to the terms and conditions of the Binding Terms throughout the term of this SOW.

Please note that this document is a SOW and not an invoice. Upon signing and submitting this SOW, Client will receive the applicable invoice according to the terms of the invoicing schedule outlined herein.

Client may issue purchase orders for its internal, administrative use only, and not to impose any contractual terms. Any terms contained in any such purchase orders issued by the Client are considered null and will not alter the Binding Terms, the Agreement or this SOW.

Acceptance of Quote # Q-104956-1

The undersigned has read and agrees to the Binding Terms, which are incorporated into this SOW, and have caused this SOW to be executed as of the date signed by the Customer which will be the Effective Date:

For CivicPlus Billing Information, please visit https://www.civicplus.com/verify/

<u>Authorized Client Signature</u>	<u>CivicPlus</u>
By (please sign):	By (please sign):
Printed Name:	Printed Name:
Title:	Title:
Date:	Date:
Organization Legal Name:	
Billing Contact:	
Title:	
Billing Phone Number:	
Billing Email:	
Billing Address:	
Mailing Address: (If different from above)	
PO Number: (Info needed on Invoice (PO or	Job#) if required)



CivicRec® Document Management Add-On*

A Simple and Convenient Way to Store and Share Files Needed for User Registrations





Managing all the details and requirements associated with a parks and recreation program or event registration is no small task in a community of tens of thousands of people.

However, when the online registration process requires a combination of some online actions and some paper-based steps, you risk leaving end-users feeling frustrated by the process and less likely to register for activities in the future.

To make it easier for you to manage the document logistics related to your activities and create more positive civic experiences, you need an integrated system to store documents associated with individual registrations. To help, CivicRec offers an optional Document Management Add-On.*



Use Document Management to Obtain and Store:

- Consent forms
- Waivers
- Applications
- Emergency contact forms





Administrative Benefits

- Upload both Secure and Standard (non-secure) documents for activities
- Assign document types to specific activities, such as parental consent forms, waivers, or photo release forms, streamlining the registration process
- Set document retention policies based on organization needs

End-User Benefits

- Securely upload or update requested documents and files when registering for events and classes, all in a single transaction—no more paper or needing to remember to bring documentation with you to the first class
- Manage every aspect of your parks and recreation registration from a single device—desktop or mobile
- Complete the registration process anywhere at any time

For more information, contact your CivicRec solution representative or visit civicrec.com.

*Additional fees apply.



Des Moines Pool Métropolitain Park District

AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 8a	Assigned to: District GM	Meeting Date: August 26, 2025						
Under: New Business	-	Attachment: Yes						
Subject: 2026 Scholarship	Subject: 2026 Scholarship Program Updates (first touch)							
Background/Summary: Scholarship program and policy 340 were last updated in 2022. Over the last three years, scholarships have been slower and not to the amount budgeted each year 2022: \$1,246 (SEEK GRANT LESSONS- \$65,365) - 2023: \$2,486 - 2024: \$1,734 - 2025 (thru August 1): \$1,198								
	The District GM would like to work with the Finance Committee to update the policy, implement online scholarship process, process to reduce applications, and explore non-resident scholarships.							
CivicRec to complete applicutilize the site/registration people's accounts are more	ortal to translate. It should also se easily setup for registration.	ne form downloads and the ability to speed up the process and ensure						
•	gistration for 2026 which starts of	s the public needs. Our ideal goal is n December 9, 2025.						
Fiscal Impact: N/A								
Proposed Motion: No mot	ion. First-touch.							
Reviewed by District Legal	Counsel: Yes X No	_ Date: _ <u>Multiple</u>						
Two Touch Rule:	Two Touch Rule: N/A Committee Review 08/26/25 First Board Meeting (Info.) T.B.D. Second Board Meeting (Action)							
Action Taken: Adopted	d Rejected	Postponed						
Follow-up Needed:	YesNo	Report back date:						
Notes: Attachments: - Policy 340 Financial Aid/S - City of Seattle Income Gu	idelines							

Policy 340 – Financial Aid / Scholarship Policy

Mount Rainier Pool / Des Moines Pool Metropolitan Park District

Effective Date: [Insert Date]

Approved by: Des Moines Pool Metropolitan Park District Board of Commissioners

1.0 Purpose

In accordance with RCW 35.61.132 and RCW 84.52.010, the Des Moines Pool Metropolitan Park District (District) may provide financial assistance to ensure equitable access to recreational and aquatic programs. This policy outlines a structured and transparent scholarship program to support low-income individuals and families, enhance public health and safety, and fulfill the District's mission to serve all residents of Des Moines and Normandy Park.

This policy is also consistent with Washington Administrative Code (WAC) 392-340-208 regarding equitable program access in public agencies and adheres to nondiscrimination principles under RCW 49.60.030 and the Washington Law Against Discrimination.

2.0 Eligibility

To be eligible for financial assistance:

- Residents of Des Moines or Normandy Park may qualify for a 90% scholarship.
- Non-residents may qualify for a 50% scholarship, subject to available funding.
- Applicants must:
 - o Reside in or near the District boundaries
 - Non-residents must within five-mile radius of the Mount Rainier Pool
 - o Demonstrate financial need (Section 4.0)
 - Submit one completed application per participant, each year (Sept 1–Aug 31)
 - o Provide required documentation as described in Section 4.0

Incomplete applications will not be processed.

3.0 Scope of Assistance

Scholarships may be applied to:

- Swim lessons
- Water exercise classes
- Facility use passes
- Lifeguard and swim instructor certifications (pending work commitment)

Scholarships do not apply to:

- Private pool rentals
- Third-party programs not operated by the District

Scholarship credits will be posted to the applicant's **CivicRec account** and applied at registration. Applicants are responsible for the balance (10% for residents; 50% for non-residents).

4.0 Required Documentation

Applicants must submit:

- **Proof of residency**: utility bill, lease, or government-issued ID showing address in Des Moines or Normandy Park
- **Proof of financial need**, such as:
 - o Participation in SNAP, TANF, SSI, DSHS foster care, or Medicaid
 - o SSA-1099 statement (if Social Security is sole income)
 - o Most recent IRS tax return (Utilize City of Seattle Parks and Recreation Income Guidelines)
 - o Documentation of enrollment in a utility discount program

All documentation must be **current** and submitted **with the application**. Paper copies may be scanned at the Mount Rainier Pool front desk upon request.

5.0 Application Process

- 1. Complete and submit the scholarship application **before registering** for any program.
- 2. Submit all required documentation.
- 3. Staff will review applications within five (5) business days.
- 4. Upon approval, the scholarship credit will be posted to the applicant's CivicRec account.

Online applications are available at:

https://secure.rec1.com/WA/des-moines-pool-metropolitan-park-district-wa/catalog

Printable/paper forms are available at:

https://mtrainierpool.com/fees-old/scholarships/

and at the Mount Rainier Pool front desk.

6.0 Availability of Funds

- Scholarships are awarded **first-come**, **first-served** until funds are exhausted.
- A maximum portion of annual scholarship funds may be reserved for underrepresented populations or priority programs.
- Unused awards expire annually on August 31 and do not carry over.

7.0 Attendance & Participation Requirements

- Participants must attend scheduled classes and notify staff of excused absences.
- One unexcused absence is permitted per session; further unexcused absences may result in forfeiture of the award.
- Participants who forfeit a spot due to absence or late cancellation will lose any prepaid matching portion.

8.0 Appeals & Exceptions

The General Manager may:

- Award up to 100% coverage in extreme financial hardship cases.
- Mediate appeals regarding denied or partial awards.

Appeals must be submitted in writing within ten (10) business days of notification.

9.0 Monitoring & Reporting

The District will collect and report on:

- Total applications and approvals
- Total amount awarded and funds remaining
- Utilization by program type and residency
- Feedback and participation trends

This data will support transparency and inform the annual budgeting process. Reports may be shared with the Board and the public, consistent with RCW 42.56 (Public Records Act).

10.0 Nondiscrimination & Privacy

All applications will be treated with confidentiality in accordance with RCW 42.56, WAC 392-190-060, and other applicable privacy standards. No applicant will be denied access based on race, religion, gender, age, sexual orientation, disability, or national origin.



Scholarship Eligibility Income Guidelines

June 2024 - June 2025 Scholarship Cycle

	Number in household: Household of 1			Household of 2 Household of 3					of 3			
Eligbility %			Income	Rar	nge	Income	e Rar	nge	Income Range			
90%	monthly	\$	0.00	\$	2,831.25	\$ 0.00	\$	3,814.58	\$	0.00	\$	4,797.92
90%	yearly	\$	0.00	\$	33,975.00	\$ 0.00	\$	45,775.00	\$	0.00	\$	57,575.00
80%	monthly	\$	2,831.25	\$	3,185.16	\$ 3,814.58	\$	4,291.41	\$	4,797.92	\$	5,397.66
80%	yearly	\$	33,975.00	\$	38,221.88	\$ 45,775.00	\$	51,496.88	\$	57,575.00	\$	64,771.88
70%	monthly	\$	3,185.16	\$	3,583.30	\$ 4,291.41	\$	4,827.83	\$	5,397.66	\$	6,072.36
70%	yearly	\$	38,221.88	\$	42,999.61	\$ 51,496.88	\$	57,933.98	\$	64,771.88	\$	72,868.36
60%	monthly	\$	3,583.30	\$	4,031.21	\$ 4,827.83	\$	5,431.31	\$	6,072.36	\$	6,831.41
00%	yearly	\$	42,999.61	\$	48,374.56	\$ 57,933.98	\$	65,175.73	\$	72,868.36	\$	81,976.90
50%	monthly	\$	4,031.21	\$	4,535.12	\$ 5,431.31	\$	6,110.22	\$	6,831.41	\$	7,685.33
30%	yearly	\$	48,374.56	\$	54,421.38	\$ 65,175.73	\$	73,322.70	\$	81,976.90	\$	92,224.02

	n household: Household of 4			Household of 5			Household of 6					
Eligbility %			Income	e Ra	nge	Income	e Ra	nge	Income Range			
90%	monthly	\$	0.00		\$5,781.25	\$ 0.00	\$	6,764.58	\$	0.00	\$	7,747.92
90%	yearly	\$	0.00	\$	69,375.00	\$ 0.00	\$	81,175.00	\$	0.00	\$	92,975.00
80%	monthly	\$	5,781.25		\$6,503.91	\$ 6,764.58	\$	7,610.16	\$	7,747.92	\$	8,716.41
80%	yearly	\$	69,375.00	\$	78,046.88	\$ 81,175.00	\$	91,321.88	\$	92,975.00	\$	104,596.88
70%	monthly	\$	6,503.91		\$7,316.89	\$ 7,610.16	\$	8,561.43	\$	8,716.41	\$	9,805.96
70%	yearly	\$	78,046.88	\$	87,802.73	\$ 91,321.88	\$	102,737.11	\$	104,596.88	\$	117,671.48
60%	monthly	\$	7,316.89		\$8,231.51	\$ 8,561.43	\$	9,631.60	\$	9,805.96	\$	11,031.70
00%	yearly	\$	87,802.73	\$	98,778.08	\$ 102,737.11	\$	115,579.25	\$	117,671.48	\$	132,380.42
50%	monthly	\$	8,231.51		\$9,260.44	\$ 9,631.60	\$	10,835.55	\$	11,031.70	\$	12,410.66
50%	yearly	\$	98,778.08	\$	111,125.34	\$ 115,579.25	\$	130,026.65	\$	132,380.42	\$	148,927.97

	mber in household: Household of 7		Household of 8			Household of 9						
Eligbility %			Income	e Ra	nge	Income	e Ra	nge		Income Range		
000/	monthly	\$	0.00	\$	8,731.25	\$ 0.00	\$	9,714.58	\$	0.00	\$	10,697.92
90%	yearly	\$	0.00	\$	104,775.00	\$ 0.00	\$	116,575.00	\$	0.00	\$	128,375.00
80%	monthly	\$	8,731.25	\$	9,822.66	\$ 9,714.58	\$	10,928.91	\$	10,697.92	\$	12,035.16
80%	yearly	\$	104,775.00	\$	117,871.88	\$ 116,575.00	\$	131,146.88	\$	128,375.00	\$	144,421.88
70%	monthly	\$	9,822.66	\$	11,050.49	\$ 10,928.91	\$	12,295.02	\$	12,035.16	\$	13,539.55
70%	yearly	\$	117,871.88	\$	132,605.86	\$ 131,146.88	\$	147,540.23	\$	144,421.88	\$	162,474.61
600/	monthly	\$	11,050.49	\$	12,431.80	\$ 12,295.02	\$	13,831.90	\$	13,539.55	\$	15,231.99
60%	yearly	\$	132,605.86	\$	149,181.59	\$ 147,540.23	\$	165,982.76	\$	162,474.61	\$	182,783.94
E00/	monthly	\$	12,431.80	\$	13,985.77	\$ 13,831.90	\$	15,560.88	\$	15,231.99	\$	17,135.99
50%	yearly	\$	149,181.59	\$	167,829.29	\$ 165,982.76	\$	186,730.61	\$	182,783.94	\$	205,631.93

Number in household:			Household of 10						
Eligbility %			Income	Ra	nge				
90%	monthly	\$	0.00	\$	11,681.25				
90%	yearly	\$	0.00	\$	140,175.00				
80%	monthly	\$	11,681.25	\$	13,141.41				
8U%	yearly	\$	140,175.00	\$	157,696.88				
70%	monthly	\$	13,141.41	\$	14,784.08				
70%	yearly	\$	157,696.88	\$	177,408.98				
60%	monthly	\$	14,784.08	\$	16,632.09				
0076	yearly	\$	177,408.98	\$	199,585.11				
50%	monthly	\$	16,632.09	\$	18,711.10				
30%	yearly	\$	199,585.11	\$	224,533.25				

- * Income Guidelines based up to 250% of the U.S. Federal Poverty Level (FPL) Threshold
- * Eligibility is determined using household size and total household 2023 Adjusted Gross Income
- * Eligibility does not guarantee fund availability

Seattle Parks & Recreation Scholarship Office

Des Moines Pool Métropolitain Park District

AGENDA ITEMS SUMMARY SHEET							
Agenda Item #: 8b Ass	signed to: District GM	Meeting Date: August 26, 2025					
Under: New Business		Attachment: Yes					
Subject: Policy 320 Admission	s, Credits and Refunds (first t	couch)					
Background/Summary:							
	• •	n credits to account during its 2019-					
Refunds. Chose to add credits lessons, rentals and references	Policy 320 Admissions, Credits and Refunds will replace the old Policy 320 Admissions and Refunds. Chose to add credits to help people find in the policies. The policy also includes swim lessons, rentals and references to unclaimed property processes. This is a draft that will need to be reviewed by legal. All changes will need to be written into refund and credit disclaimer on all registration information.						
This is the first touch, with the f will be sent out to board memb		er 23 regular board meeting. Edits eeting's discussion.					
Fiscal Impact: N/A							
Proposed Motion: I move to a	pprove the updated Policy 32	0 Admissions, Credits and Refunds.					
Reviewed by District Legal Cou	unsel: Yes <u>X</u> No	Date: <u>ADD</u>					
Two Touch Rule:		view st Board Meeting (Informational) Board Meeting (Action)					
Action Taken: Adopted	Rejected	Postponed					
Follow-up Needed: Yes	No	Report back date:					
Notes: Attachments: - DRAFT - Policy 320, Admissions, Credits and Refunds (Edited 08/26/2025) - Current Policy 320 Admissions and Refunds (<u>link</u>)							

320 - Admissions, Credits and Refunds

1.0 PURPOSE

Admission to the Des Moines Pool Metropolitan Park District (DMPMPD) is by membership (Annual, Semi-annual or Monthly), punch pass, general admission, class registration, or complimentary "be our guest" pass. Passes are sold to individuals, families, and corporate entities. Admission also includes rentals, where an organization or individual takes responsibility for the individuals/group they take legal and liability responsibility for utilizing the facility.

2.0 POLICY

Memberships and pass holders will be provided with an identification card. Members and pass holders are required to present this card or their ID number to the cashier for inspection in order to gain admission to the facility. The cashier should examine the ID card and the computer to determine if the holder is the appropriate person and that the card has not expired. A new pass may be completed at no charge if the card does not depict the individual. If the pass holder's card has been lost, there is a \$5.00 fee to complete a new one. All fees, discounts, and charges are subject to change by the Board at any time.

Patrons may also download the CivicRec App to their phone and use the barcode for access.

Lockers are provided free of charge for all members, but locks and all items must be removed at the end of the business day.

3.0 ADMISSIONS

3.1 General Single Use Admission

Admission by cash is available on a per-visit basis. Patrons who desire to return the same day must prove that they paid general admission by signing the sign-out sheet before exiting. If it is uncertain whether or not general admission was paid, the patron must re-pay to enter the facility. The fee varies according to the patron's age. As of January 1, 2025, admission now includes access to water exercise classes.

3.2 Membership/Pass Packages.

Membership packages include:

- a. Family Membership: includes up to two adults 18 years of age and older residing in the same household and three children under the age of 18. Youth that turn 18 during the current year of a pass remain on the family pass until the expiration of the pass at which time the youth must then purchase his/her own adult pass. Exchange students may be added to a family pass, additional charges may apply. Fees for additional family members above five members.
- **b. Senior Memberships:** includes anyone 62 or older.
- **c. Disabled Memberships:** includes anyone who is considered disabled in accordance with Washington State and Federal guidelines. Acceptable proof is Social Security documentation, disabled vehicle registration, VA documentation, or doctor's documentation.
- d. Adult Membership: includes anyone 18 years or age or older.
- e. Youth Memberships: includes anyone under the age of 18 years of age.
- f. Toddler Passes: Youth under 3 are free to utilize the pool. This does not include access to swim lessons.

3.3 Use Passes:

Use passes are for a specific number of visits and are available in each of the above age groupings. These can be used for either admission or exercise classes. Punch cards are not refundable and expire three years from the date of purchase. No time will be added for

maintenance closure. A youth may use an adult punch card, but an adult may not use a youth punch card.

3.4 Annual Passes: Paid Annually or Monthly:

Annual Memberships can be paid two ways. Lump sum payment at time of registration or the patron can sign up for monthly payments using a card saved on member account.

3.4 Contracted Use

Corporate passes are available for government, companies and schools. A monthly minimum and maximum charge will be determined at the time of sign-up. Names of approved swimmers should be supplied to the Pool Office. DMPMPD will bill the company/school/military on a monthly basis. Passes can also be issued to specific individuals as well. The corporate passes are not eligible for refunds and passes are non-transferable. Please check current schedule for pass prices and discounts. Rates are subject to change with the approval of the majority of the Board. No additional discounts may apply. No extensions shall be added for time closed for maintenance. Corporate passes are issued at a discounted rate depending on amount and frequency of use.

4.0 REFUNDS

4.1 Annual maintenance.

There are no extensions for annual passes, for annual maintenance closure except if greater than 3 weeks. Three-month passes will be extended for three weeks.

4.2 Reduced services.

The District General Manager (DGM) or designee may extend passes or issue refunds if services have been reduced due to staffing shortages or other factors. Usage history and other relevant factors will be considered.

4.3 Refund Exceptions

Fees are non-refundable except under the following circumstances:

- 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. Memberships are not transferable and may not be extended or transferred for any reason.
- b. Upon completion of a Refund Request Form (Appendix A), the DMPMPD District General Manager will consider amendment or alteration of the terms of unexpired memberships or passes, based upon proof of exceptional medical conditions or proof of exceptional circumstances. Decisions concerning such requests will made by the District General Manager with a right of appeal to the Board of Commissioners. Please allow five (5) business days for the refunds to be processed.

4.4 Online refund/credit requests can be submitted here:

Refund Request Form – SurveyMonkey

Please allow five (5) business days for review and up to 21 days for refund processing.

4.5 Service Fees

The District reserves the right to charge service fees to cover costs associated with processing refunds and lost revenue from people not being able to attend classes. Below are the programs and the associated service fees.

• Swim Lessons (Includes Parent and Child, Preschool, Levels and Adult Lessons) - \$10

- Passes (Include 10-visit, Memberships and Water Exercise) \$10
- Certification and Training Courses (Include Lifeguarding and Swim Instructor) \$25
- Early cancellation of annual passes will result in a \$50 cancellation fee.

4.6 Pro-Rated Refunds

Refunds will be pro-rated or not accepted after the following dates.

- Swim Lessons No Refunds after first class and will be pro-rated \$10+Cost of One Class
- Passes Pro-rated \$10 + remaining balance of pass
- Certification and Training Courses Will not be Pro-Rated
- Daily Fee Will not be refunded once enter water, unless the following affects majority of available time (Staff onsite will make the decision to refund or issue complimentary swim passes):
 - Fecal Contamination
 - o Safety Issue (Equipment Breakdown, Weather or Issue that Forces Closure of Pool)

4.7 10-Visit (Punch) Passes

10-Visit Passes are non-refundable.

4.8 Complimentary Swim Pass

A complimentary swim pass may be given out in lieu of refunds. This pass may also be issued when guests come to tour our facility with the purpose of considering membership. Complimentary swim passes will be valid for no longer that one year and may be handed out by individuals authorized by the Aquatics Manager, District General Manager, and/or the Board of Commissioners. District staff will track the distribution of passes, to track the allocation of free services.

4.8 Insurance Passes

The District now accepts insurance supported passes from the following companies Active and Fit, FitOnHealth, Prime, Silver and Fit, Silver Sneakers, United Healthcare and other programs. These programs are reimbursed anywhere between \$2.50/\$3.50 per visit with a maximum reimbursement of 10 visits. If a person does not maintain their availability to be covered by these programs, the District GM or designee reserves the right to place their passes on hold until the District is able to receive confirmation from the insurance program that the person is covered.

5.0 CREDITS

5.1 Customer Credit Eligibility

Below is the definition eligibility for customer credits. Credits may only be issued under the following circumstances:

- Documented service disruption or facility closure
- Verified medical or relocation hardship (over 45 miles)
- Medical or exceptional circumstances

All credits must be approved by the Aquatics Manager or District General Manager and documented to ensure transparency and accountability.

5.2 Customer Account Credits

- Approved credits will be placed into the customer's CivicRec account and may be used for future eligible programs or services.
- Credits will remain on the customer's account for **three (3) years** from the date of issuance.
- After three years, unused credits will be reported to the Washington State Department of Revenue Unclaimed Property Division, in compliance with state law.
- The Aquatics Manager or District General Manager must approve all customer credits.

6.0 HOLDS

Memberships and passes may be put on hold for several reasons, including non-payment, inability to verify insurance, or outdated credit card information for annual or monthly subscriptions. It is the responsibility of the account holder to keep all account details, including contact information, up to date. Although staff will make a courtesy call, the pass will be placed on hold until the necessary information is updated.

7.0 PERSONAL CHECKS

Personal checks will be accepted for Admissions and retail purchases for the amount of purchase only. There will be a \$35.00 service charge for all returned checks. No two-party checks will be accepted, and no payroll checks will be cashed.

6.0 REFUND PROCESS

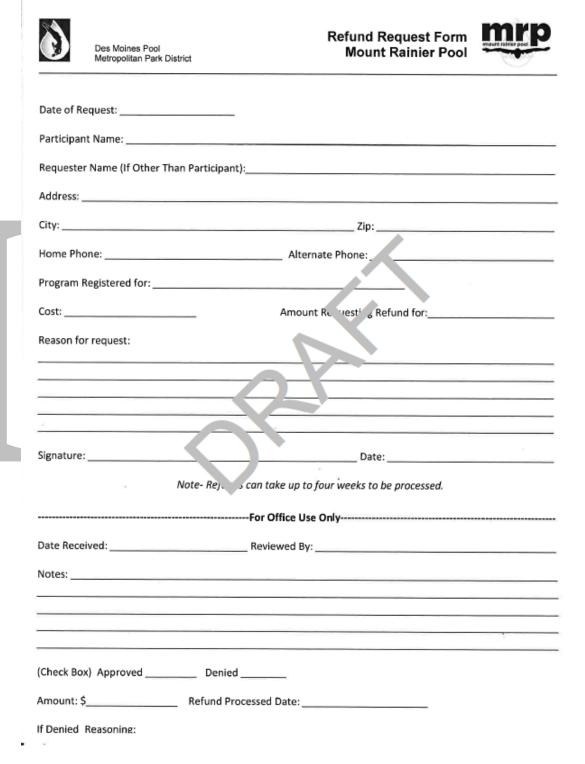
Staff may take five (5) business days to decide and up to an additional 21 days to process and mail a check. Credit card refunds will be issued back to the card the charges were made upon, and no transfers are available to other cards or addresses that are not listed on their account.

8.0 ANNUAL RATE EVALUATION

Each year the board will review market factors such as minimum wage, cost of living, consumer price index and other factors to adjust fees and rates. Annual rate changes will be announced by December 15.

New rates will go into effect on services purchased after January 1st of each year.

Appendix A



Des Moines Pool Métropolitain Park District

AGENDA ITEMS SUMMARY SHEET						
Agenda Item #: 8c	Assigned to: Aquatics Manager	Meeting Date: August 26, 2025				
Under: New Business		Attachment: Yes				
Subject: August Closure U	pdate					
	s closed August 4-24. An update	•				
Attached is an update on th	e closure and discuss on the nex	t closure in 2026.				
9 ,	ning was sent on Thursday, Augu august 22, and the pool was also	ust 21, extensions were placed on refilled on Friday, August 22.				
Although some projects tha most of them wrapped up b	t do not affect operations are still y the end of September.	in progress, our goal is to have				
Fiscal Impact:						
·						
Proposed Motion: No motion necessary. Inform	mational only!					
Reviewed by District Legal	Counsel: Yes_ADD_No_	Date: <u>ADD</u>				
Two Touch Rule:	N/A Committee Rev N/A First Board N/A Second Board Me	d Meeting (Informational)				
Action Taken: Adopted	Rejected	Postponed				
Follow-up Needed:	YesNo	Report back date:				
Notes: Attachments: - Summary of Projects Completed, Not Completed and Discovered - Photos of closure projects (added August 25, 2025)						

CRITICAL REPAIRS

PROJECT	SUMMARY	STATUS
Surge Pit Repairs	Structural issues between heating coil through surge pit.	Complete, but new conditions discovered. Another leak from flange on heating element piping. Working to get new estimate.
Electric Repairs	Electrical loss to backrooms.	Complete, but needed to have additional repairs above NTE approved by Finance Committee.
Sharp Edge in	The concrete had worn down to	Complete.
Concrete	have a piece of rebar protrude.	
Broken Tile Repairs	Tile broken by bulkhead being moved.	Incomplete. Covered and not a danger. We will have tile fixed when we have more time. Not a safety hazard.
Handicap Showers	Replaced shower heads and parts.	Complete.
Water Quality	Water dumped and retreated for quality. Clarity effected by calcium additives.	Complete.
Pothole Repairs in	Fill potholes in parking lot due to	Complete.
Parking Lot	the age of the original parking lot from 1975.	
Replace Handicap Parking Post	City of Des Moines replaced with Handicap Van Parking Signage.	Complete.
Roof Repairs	Warranty work by Tremco for HSD on roof.	Complete.

CLEANING

PROJECT	SUMMARY	STATUS			
Floor Deep Cleaning	Deep cleaning of all floors	Complete. Staff learned what needs to			
(Sound)	throughout the facility.	be done, so will do this on our own next			
		year.			
Tile on Pool Edges	Staff deep cleaned.	Complete.			
Scum ring on pool	Staff deep cleaned.	Complete.			
edges and bulkhead					
Shower tiling	Staff deep cleaned.	Complete.			
Pressure washing	Staff deep cleaned.	Complete.			
sidewalk					
Clean Windows and	Staff deep cleaned.	Complete.			
Overhangs of					
Cobwebs					

FACILITY PROJECTS

PROJECT	SUMMARY	STATUS
Beauty Bark on	Replace gaps between stones in	Incomplete. Chose to wait until later in
Decorative Stones	two outside areas with stones.	Fall. Awaiting estimate from landscaper.
	Originally filled with grasses.	
Finalize Records	Were a couple of letters short on	Complete.
Board	the donated records board.	
Rehang Banners	Banners were hung up before and	Complete.
	not affixed on all sides.	
Parking Lot Line	Paint white lines on all parking	Complete.
Painting	spaces.	
Weed removal for	Staff removed weeds and brush to	Complete.
Accessibility	allow access to roof, AHU unit, and	
	other areas.	
CivicRec Payment	Updated system and added chip	Complete.
Systems Update	readers at both workstations.	
Clean lawn and	Clean all excess trash and yard	Complete, but will need to be continually
trash on property	debris on property.	done when school restarts.

DISTRICT PROJECTS

PROJECT	SUMMARY	STATUS
Surplus of Property	Surplus all non-essential	In Progress. Present at September 23
	equipment. This should be largest	meeting.
	list to be presented.	
Storage	Try to not switch to larger unit. Help	In Progress. Need to surplus to free
Reorganization	keep Mt Rainier Pool clean and	additional storage space.
	organized.	
Public Records	Staff going through and filing	In Progress. Need to surplus to free
Storage	records.	additional storage space.
Ending of District	Hope to have only essential items	In Progress. Need to surplus to free
Office	by the end of October.	additional storage space.

2026 CLOSURE PROJECTS

PROJECT	SUMMARY	STATUS
Air Handling Unit	Replacement of AHUs. Grant Covered.	Awaiting lease/lien issue.
Replacement		
Water Tank	Replacement of Boiler Water Tanks.	Awaiting lease/lien issue.
Replacement	Grant Covered.	
Strainer	Replacement of Strainer	Awaiting lease/lien issue.
Basket/Plumbing	Basket/Surrounding Plumbing. Grant	
Replacement	Covered.	
Electrical Repairs	Replacement of Power Boxes. 75%	Awaiting approval by King County
	covered by grants.	Council.
Heating Coil Plumbing	New. Discovered during closure.	Awaiting estimates.

Closure 2025

Before and After Photos August 26, 2025, Board Meeting

Surge Pit Repairs

- Surge Pit Tank is sealed.
- Discovered second small leak in arm of heating coil below flange.
- Awaiting bids for future.
- Potentially March 2026.



Other

Other Projects

Roof (Warranty)





Chip Readers



Shower Head Replacement



Parking Lot

Potholes



Fire Lanes

(Fire Inspection)



Other



Lighting

Front Entry Outside





Backroom (including fans)



Pool Deck

Cleaned Tile

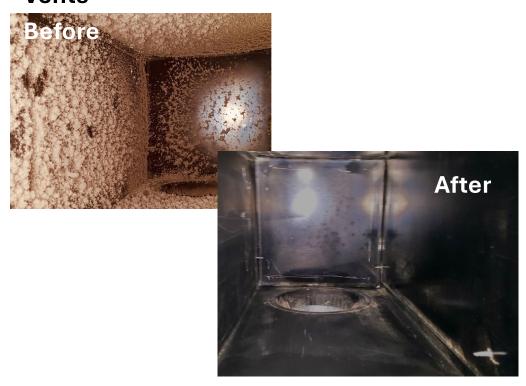


Raised Rebar under Starting Blocks (Health Inspection)

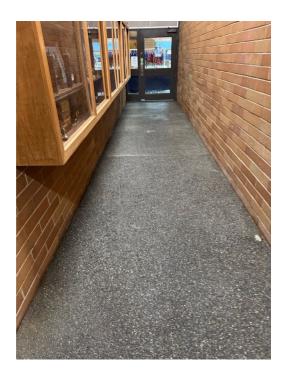


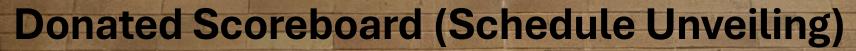
Other Cleaning Photos

Vents



Floors









Storage/Office/Surplus (Fall 2025)

- Have a number of items that will be discussed for Surplus at September 23 meeting.
- Using office for Public Records and Surplus Item until able to sell/dispose of
- Restructure Storage to accommodate remaining items
- Discuss future steps with district office at future meeting

Unfinished Projects

- Paving Stone Landscape
- Cracked Tile Behind Bulkhead (Covered Safely)
- Storage/Surplus (Next Slide)



Late-February/March Closure Projects

- Replacement of AHU Units (grant funded)
- Replacement of Boiler Water Tanks (grant funded)
- Replacement of Pool Filter Media (grant funded)
- Replacement of Strainer
 Basket/Plumbing (grant funded) estimate some additional funds potentially

- Replacement of Electrical Boxes (75% grant funded)
- Surge Pit Flange Repairs (need to allocate budget money)
- Parking Lot Gate Installation (need to allocate budget money)

NEED TO START ENGINEER OF RECORDS PROCESS: ONCE LIEN ISSUE DETERMINED

Questions

August 26, 2025

Des Moines Pool Metropolitan Park District

AGENDA ITEMS SUMMART SHEET								
Agenda Item #:	8d	Assigned to:	District GM	Meeting Date:	August 26, 2025			
Under: New B	usiness		A	ttachment:	Yes			
Subject: SAO Free Services: Lean Process Improvement and Team Building								
Background/Summary:								
The District GM met with SAO on potential free services for Lean Process Improvement and Team Building. Both services are free and can help the organization be more efficient.								
•	•	•	=	p where the team will				
•		•	•	facilitate a process to	•			
This should not only help improve this process but also educate staff on improving other processes throughout the organization. We also can request for another facilitation for another resource in the future.								
This training covers helping team members better communicate through understanding each								
other's strengths, only fee is the Cli		•	•	The training is a half-c	day, and the			
•								
Both trainings are available in 2026, but being a smaller organization, they may be able to fit us into their schedule between larger organizations, or if others cancel their trainings. Estimate starting in October 2025.								
Fiscal Impact: Minimal investment, but leaner processed and better communications will help organization be more efficient. This should lead to savings.								
Proposed Motion: No motion necessary. Informational only.								
Reviewed by Le	gal Couns	el: Yes	No	Date:				
Two Touch Rule) :	N/A	Com	nmittee Review				
08/26/2025First Board Meeting (Informational)N/ASecond Board Meeting (Action)								
Action Taken:	Ad	opted	Rejected _	Postpon	ed			
Follow-up Need	ed: Y	es <u>X</u>	No F	Reporting Back Date	: <u>T.B.D.</u>			
Notes: Attachmor								

Notes: Attachments:

- SAO Webpage for Lean Services (click link)
- SAO Webpage for Team Building Services (<u>click link</u>)
 Clifton Strengths Finder (<u>click here</u>) Use Student Version (\$25/book/test)

Des Moines Pool Metropolitain Park District

AGENDA ITEMS SUMMARY SHEET					
Agenda Item #: 9a Assigned to: District GM Meeting Date: August 26, 2025					
Under: Executive Session Attachment: None					
Subject: Executive Session #1: Complaint Against a Public Employee					
Background/Summary: The Board of Commissioners will meet to review the performance of a public employee.					
To evaluate complaints or charges brought against a public officer or employee.					
The board president will make a motion at the start of this item to enter executive session, and any action will be announced after the session.					
Fiscal Impact: N/A					
riscai impact. N/A					
Chair Announcement: Executive Session (if necessary): The Board will be going into executive session pursuant to RCW 42.30.110(1)(f) to evaluate a complaint brought against a public officer or employee. - The executive session will be for minutes until: - Any direction made by the board will be in open session and noted in the minutes.					
Motion: If any motions or direction are made, they will be made after the executive session, and recorded in the minutes.					
Reviewed by District Legal Counsel: Yes X No Date: Various					
Two Touch Rule: N/A Committee Review N/A First Board Meeting (Informational) N/A Second Board Meeting (Action)					
Action Taken: Adopted Rejected Postponed					
Follow-up Needed: YesNo Report back date:					
Notes: -No attachments.					

Des Moines Pool Metropolitain Park District

AC	JENDA ITEMS	SUMMARY	YSHEEI			
Agenda Item #: 9b As	ssigned to: Preside	nt Young	Meeting Date: <u>Au</u>	ugust 26, 2025		
Under: Executive Session	on		Attachment: _	None		
Subject: Executive Session	on #2: Review Perfo	mance of a Pu	blic Employee			
Background/Summary: The Board of Commission	Background/Summary: The Board of Commissioners will meet to review the performance of a public employee.					
To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public.						
The board president will make a motion at the start of this item to enter executive session, and any action will be announced after the session.						
Fig. a.l. Impact: N/A						
Fiscal Impact: N/A						
Chair Announcement: Executive Session (if necessary): We will now go into executive session pursuant to RCW 42.30.140(1)(b) to review the performance of a public employee. - The executive session will be for minutes until: - Any direction made by the board will be in open session and noted in the minutes.						
Motion: If any motions or direction are made, they will be made after the executive session, and recorded in the minutes.						
Reviewed by District Lega	l Counsel: Yes_	XNo	Date:Various	<u>. </u>		
Two Touch Rule:	<u>N/A</u> F		view eting (Informational leeting (Action))		
Action Taken: Adopte	ed Rej	ected	Postponed			
Follow-up Needed:	YesNo		Report back date: _			
Notes:						

-No attachments.

Des Moines Pool Metropolitan Park District

AGENDA ITEMS SUMMARY SHEET						
Agenda Item #: 10	_ Assigned to:	President `	Young I	Meeting Date:	August 26, 2025	
Under: Meeting End Attachment:				ient:	None	
Subject: Good of the	e Order					
Background/Summary	<i>j</i> :					
1. Good of the Order: A regular business on the		r board and st	taff to share	any updates ou	itside of the	
 (22015 Marine D September 21, 2 Ave S, Des Moin September 23, 2 	ed, Special Meeting Prive So. #2B, Des I 2025, 50 th Anniversa	g, To Be Deter Moines, WA) sary, Noon. Loo orid" Board Me	rmined. Loc cation Moun eeting, 7:00	nt Rainier Pool (2	22722 19	
Fiscal Impact: Proposed Motion: No motion necessary.						
1 10poscu modom 110	notion necessary.					
Reviewed by Legal C	ounsel: Ye	es	No	_ Date:	N/A	
Two Touch Rule:	Touch Rule: N/A N/A First Board Meeting (Informational Second Board Meeting (Action)				•	
Action Taken:	Adopted	Rejec	ted	_ Postpone	d	
Follow-up Needed:	Yes	No	Reporting Back Date:			
Notes: - 50 th Anniversary Ad/Fl	yer					

It's our birthday

Join us SUNDAY, SEPT 21 as we honor our past and dive into the future

Re-dedication Ceremony at Noon Free Public Swim 1–3^{pm}

- Dignitary speakers, ribbon-cutting plaque unveiling, and more
- Community photo & family-friendly atmosphere

Scan QR code to access our sign-up page or visit website



Brought to you by your
Des Moines Pool Metropolitan Park District

FREE 50th Birthday Rubber Duck for all attendees

Limited quantity - arrive early



22722 - 19th Ave S • Des Moines 206.824.4722 • www.MtRainierPool.com