



Des Moines Pool Metropolitan Park District

June 24, 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: 848 3201 9887; Passcode: 474229. 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**

a. Proclamation 2025-03, July is National Parks and Recreation Month

pp 5-8

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 comment, please submit in writing via email to info@mtrainierpool.com by Noon on Tuesday, June 24. Please include your name, address, and contact phone number. All timely submitted public comments will be read at the meeting subject to the time limit. Any public comments received after noon, will be read at the following regular meeting

7:08 6. **CONSENT AGENDA**

a. EXPENDITURE/REVENUE FOR MAY

pp 10-14

b. STAFF/CONTRACTOR/COMMITTEE REPORTS

District General Manager Report

pp 15-21

c. ADOPTION OF MINUTES

May 20, Special Meeting

pp 22-24

May 27, Regular Board Meeting

pp 25-28

d. CORRESPONDENCE

None

e. BANK TRANSFERS (MRP REVENUE)

f. VOUCHER APPROVAL

\$32,293.87 was processed in May 2025 for warrant requests.

pp 29-40

g. KING COUNTY ELECTRONIC FUNDS TRANSFERS (EXPENSES)

\$86,357.32 was processed in May 2025 for payroll and payments.

pp 41-43

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 BUSINESS

- | | | |
|------|--|------------|
| 7:10 | a. SAO Recommendations Timeline | pp 44-45 |
| 7:15 | b. SAO Cyber-Defense Check-up | pp 46-50 |
| 7:25 | c. 50 th Anniversary Planning | pp 51-77 |
| 7:30 | d. Insurance Changeover (second touch) | pp 78-79 |
| 7:35 | e. Stakeholder Homework (second touch) | pp 80-109 |
| 7:45 | f. Emergency Repairs Update | pp 110-119 |

8. NEW BUSINESS

- | | | |
|------|---|------------|
| 7:50 | a. Payment Systems Review (first touch) | pp 120-134 |
| 7:55 | b. Engineer of Record | pp 135-142 |
| 7:58 | c. Single Sex Swim Lessons (first touch) | pp 143-150 |
| 8:03 | d. August Closure Projects (first touch) | pp 151-153 |
| 8:08 | e. Electrical Repair Estimate (first touch) | pp 154-159 |
| 8:13 | f. Summer Public Outreach Calendar | pp 160-162 |
| 8:18 | g. Summer Programming Schedule | pp 163-166 |
| 8:23 | h. Swag Program 2025 (first touch) | pp 167 |

8:28 9. EXECUTIVE SESSION: REVIEW OF A PUBLIC EMPLOYEE pp 168

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.

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10. GOOD OF THE ORDER

pp 169

11. UPCOMING MEETINGS/EVENTS

- (To be Determined) Special Meeting, T.B.D., DMPMPD Office (22015 Marine Drive So. #2B, Des Moines, WA)
- July 18, 2025* (Friday) Waterland Children's Festival, 1:00 – 5:00 p.m. (Des Moines Field House Park, 1000 S 220th St, Des Moines, WA)
- July 19, 2025* (Saturday) Waterland Parade, 5:45 p.m. (Downtown Des Moines, Various Locations)
- July 22, 2025 (Fourth Tuesday), Regular Board Meeting, 7:00 p.m., Location DMPMPD Office (22015 Marine Drive So. #2B, Des Moines, WA)

**Board members may be attending and volunteering at these events. No district business will be discussed.*

For other future meetings, [click here](#) to visit our website's governance page.

ADJOURNMENT

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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

Agenda Item #: 4a Assigned to: District G.M.

Meeting Date: June 24, 2025

Under: Proclamations

Attachment: Yes

Subject: July is National Parks and Recreation Month Proclamation

Background/Summary:

I'd like to introduce a proposed proclamation recognizing **July as National Parks and Recreation Month**, a national observance that celebrates the vital role that public parks, recreation programs, and community spaces play in fostering health, safety, and quality of life.

As a special purpose district focused on aquatics, the **Des Moines Pool Metropolitan Park District** is uniquely positioned to highlight the impact of recreation on our local community. Through the **Mount Rainier Pool**, we provide more than just swim lessons and exercise classes—we deliver **lifesaving water safety instruction**, promote **lifelong fitness habits**, offer **equitable access** to recreation, and serve as a **trusted indoor third place** where individuals and families connect outside of work and home.

Passing this proclamation is an opportunity for our board to:

- Show our support for **water safety and drowning prevention**, especially for youth and underserved populations;
- Acknowledge the role of aquatic fitness in addressing **public health issues** such as childhood obesity, injury recovery, and mental wellness;
- And reaffirm our commitment to ensuring that every resident in Des Moines and Normandy Park has access to safe, inclusive, and affordable recreation opportunities.

Adopting this proclamation not only aligns us with national and regional celebrations—it strengthens our public message and highlights the ongoing value of your investments in recreation. I respectfully ask the board to consider approval of this recognition for inclusion in our July communications and public outreach efforts.

Fiscal Impact: N/A

Proposed Motion: *I move that the Board of Commissioners of the Des Moines Pool Metropolitan Park District adopt the proclamation recognizing **July 2025 as National Parks and Recreation Month**, celebrating the vital role that public recreation—specifically aquatic programming through the Mount Rainier Pool—plays in promoting health, safety, community connection, and lifelong wellness in our District.*

Reviewed by District Legal Counsel: Yes _____ No X Date: In Progress

Three Touch Rule:

Committee Review

06/24/2025

First Board Meeting (Informational)

06/24/2025

Second Board Meeting (Action)

Action Taken: **Adopted** **Rejected** **Postponed**

Follow-up Needed: **Yes** _____ **No** **_____x_____** **Report back date:** _____

Notes:

- Proclamation 2025-03 “July is National Parks and Recreation Month Proclamation”
- [Link to NRPA's Parks and Recreation Month Page](#)

**DES MOINES POOL METROPOLITAN PARK DISTRICT
KING COUNTY, WASHINGTON**

**JULY IS PARKS AND RECREATION MONTH
PROCLAMATION 2025-03**

WHEREAS, parks and recreation programs are an integral part of communities throughout this country, including the Des Moines Pool Metropolitan Park District; and

WHEREAS, the Mount Rainier Pool, operated by the District, serves as a year-round community hub that provides inclusive and accessible aquatic programming for individuals of all ages, abilities, and backgrounds; and

WHEREAS, swimming is an essential life skill and a proven method of preventing drowning—the second-leading cause of accidental death among children in Washington State—and the Mount Rainier Pool is committed to expanding swim lesson opportunities for underserved and at-risk populations; and

WHEREAS, aquatic exercise is a low-impact, therapeutic form of physical activity that promotes public health, rehabilitation, and mental well-being, particularly for older adults and individuals recovering from injury; and

WHEREAS, the Mount Rainier Pool provides a vital “third place” in the City of Des Moines, offering a safe, welcoming, and supervised indoor environment for youth, families, and seniors to gather outside of home and work; and

WHEREAS, swimming is a lifelong skill that supports both physical and mental well-being, helping to combat rising rates of childhood and adult obesity through sustained, low-impact cardiovascular activity; and

WHEREAS, organized aquatic programs such as swim teams promote youth development by fostering discipline, teamwork, and goal setting in a healthy, supportive environment; and

WHEREAS, access to swim lessons and water safety instruction is essential in a coastal region such as Puget Sound, where boating, fishing, and open-water recreation are common—ensuring that all residents are equipped with the skills and confidence to stay safe around water; and

WHEREAS, National Parks and Recreation Month, celebrated each July, highlights the importance of public recreation facilities in strengthening communities, improving quality of life, and supporting equitable access to health and wellness resources;

NOW, THEREFORE, BE IT PROCLAIMED, that the Board of Commissioners of the Des Moines Pool Metropolitan Park District hereby recognizes July 2025 as National Parks and Recreation Month and encourages all residents of Des Moines and Normandy Park to take advantage of the programs and

services offered by the Mount Rainier Pool and to celebrate the important role that recreation plays in fostering a vibrant, healthy community.

ADOPTION: Adopted by the Board of Commissioners of the Des Moines Pool Metropolitan Park District at an open meeting of such Board on the 25th of June 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

AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 6a-g

Assigned to: District GM

Meeting Date: 06/24/2025

Under: Consent Agenda

Attachment: Yes

Subject: Consent Agenda

Background/Summary:

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

Item 6a: Financial Summary

- May Expenses and Revenue

Item 6b: Staff/Committee Reports

- District General Manager Bi-Monthly Reports

Item 6c: Adoption of Minutes (from previous month)

- May 20, 2025, Special Meeting
- May 27, 2025, Regular Board Meeting

Item 6d: Correspondence

Item 6e: Bank Transfers (MRP Revenue)

Item 6f: Voucher Approval - The following voucher/warrants totaling **\$32,293.87** were approved for payment.

- \$11,226.89 was processed on May 7, 2025
- \$3,754.74 was processed on May 14, 2025
- \$1,095.73 was processed on May 14, 2025
- \$4,809.55 was processed on May 26, 2025
- \$8,159.06 was processed on May 28, 2025
- \$3,247.90 was processed on May 28, 2025

Item 6g: Funds Transfers (Payroll) - The following Electronic Transfers to King County totaling **\$86,357.32** were processed for payment.

- \$11,438.39 was approved for Puget Sound Energy on May 5, 2025
- \$37,504.17 was approved for payroll on May 15, 2025
- \$37,414.76 was approved for payroll on May 31, 2025

A total of **\$118,651.19** was processed in May 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 May 2025 totaling **\$118,651.19**.

Reviewed by District Legal Counsel: Yes _____ No x Date: _____

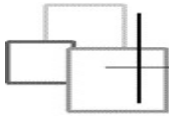
Two Touch Rule: _____ N/A _____ First Board Meeting (Informational)
_____ N/A _____ Second Board Meeting (Action)

Action Taken: Adopted _____ Rejected _____ Postponed _____

Follow-up Needed: Yes _____ No X Report back date: _____

Notes:

- Attachments: Various



May 2025 EXPENDITURES

Beginning Monthly Balance = \$2,481,382.14

Ending Monthly Balance = \$2,524,304.99

Category/ Acct #	Reference	May 2025	YTD Expense	2025 Budget	Budget Balance	% of Budget
Salaries & Wages						
001-000-000-576-20-10-00	Commissioners Subsidies	\$1,319.40	\$6,705.13	\$20,000.00	\$13,294.87	33.53%
001-000-000-576-20-10-01	District Manager Salary	\$6,652.34	\$30,222.12	\$101,000.00	\$70,777.88	29.92%
001-000-000-576-21-10-01	Aquatics Mgr Salary	\$6,391.70	\$31,852.14	\$103,434.24	\$71,582.10	30.79%
001-000-000-576-21-25-01	Aquatic Coordinators	\$4,719.36	\$27,829.02	\$153,000.00	\$125,170.98	18.19%
001-000-000-576-21-30-04	Lifeguards (Lead, PPT, TPT, Instructors)	\$32,715.70	\$133,427.01	\$360,000.00	\$226,572.99	37.06%
001-000-000-576-21-30-05	Water Exercise Instructor	\$795.33	\$3,867.46	\$10,000.00	\$6,132.54	38.67%
001-000-000-576-21-30-06	Front Desk Administrator	\$4,232.01	\$20,945.27	\$65,000.00	\$44,054.73	32.22%
001-000-000-576-21-32-02	Head Lifeguards	\$1,575.26	\$15,455.67	\$70,000.00	\$54,544.33	22.08%
	Total Salaries & Wages	\$58,401.10	\$270,303.82	\$882,434.24	\$612,130.42	30.63%
Taxes & Misc						
001-000-000-576-21-21-19	Payroll Taxes	\$18,080.32	\$86,495.87	\$235,000.00	\$148,504.13	36.81%
001-000-000-576-21-33-00	Sick Pay	\$86.08	\$2,794.80	\$3,500.00	\$705.20	79.85%
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	\$18,166.40	\$89,437.91	\$242,000.00	\$152,562.09	36.96%
Personal Benefits						
001-000-000-576-20-22-30	Personal Benefits (DRS & OASI tax)	\$3,456.54	\$15,823.44	\$32,000.00	\$16,176.56	49.45%
001-000-000-576-20-22-40	Fringe Benefits (Car, Mileage)	\$127.50	\$4,010.50	\$2,000.00	(\$2,010.50)	200.53%
001-000-000-576-21-22-30	Personal Benefits (AWC & tax)	\$5,591.04	\$18,114.11	\$55,000.00	\$36,885.89	32.93%
001-000-000-576-21-25-05	Incentive Pay	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
	Total Personal Benefits	\$9,175.08	\$37,948.05	\$89,500.00	\$51,551.95	42.40%
Office Supplies						
001-000-000-576-20-35-00	Office Equipment (non-capitalized-SAA)	\$914.62	\$962.49	\$3,500.00	\$2,537.51	27.50%
001-000-000-576-20-35-01	Computer Equipment & Supplies (Non-capitalized)	\$0.00	\$119.02	\$2,500.00	\$2,380.98	4.76%
001-000-000-576-21-35-03	Office Supplies (Amazon/staples)	\$124.24	\$491.35	\$2,500.00	\$2,008.65	19.65%
	Total Office Supplies	\$1,038.86	\$1,572.86	\$8,500.00	\$6,927.14	18.50%
Maintenance & Repair Supplies						
001-000-000-576-21-31-00	Maintenance Supplies and Small Tools	\$68.30	\$523.57	\$1,000.00	\$476.43	52.36%
001-000-000-576-21-35-02	Cleaning & Janitorial Supplies	\$101.64	\$3,521.64	\$8,500.00	\$4,978.36	41.43%
	Total Maintenance & Repair Supplies	\$169.94	\$4,045.21	\$9,500.00	\$5,454.79	42.58%
Pool Supplies						
001-000-000-576-21-35-14	Misc Pool Equipment (ER&R)	\$184.89	\$2,183.60	\$5,000.00	\$2,816.40	43.67%
001-000-000-576-21-35-15	Special Pool Events	\$87.98	\$217.82	\$1,800.00	\$1,582.18	12.10%
001-000-000-576-21-40-00	Employee Recognition	\$100.00	\$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	\$117.90	\$2,133.25	\$5,000.00	\$2,866.75	42.67%
	Total Pool Supplies	\$490.77	\$5,166.80	\$19,300.00	\$14,133.20	26.77%
Professional Svcs - Clerical						
001-000-000-576-20-41-03	Financial Services (Bookkeeping Contingency)	\$484.52	\$2,686.18	\$5,000.00	\$0.00	100.00%
001-000-000-576-20-41-04	Legal Services Contract (Snure)	\$774.00	\$5,000.00	\$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	\$613.82	81.40%
001-000-000-576-20-41-14	IT Server Hosting (CMIT)	\$1,800.00	\$1,800.00	\$2,500.00	\$700.00	72.00%
001-000-000-576-20-41-16	IT Services Workstations - Router (CMIT)	\$0.00	\$7,394.00	\$28,000.00	\$20,606.00	26.41%
001-000-000-576-20-49-10	Printing/Copying (Canon)	\$112.98	\$594.07	\$2,500.00	\$1,905.93	23.76%
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)	\$65.90	\$439.80	\$1,000.00	\$560.20	43.98%
001-000-000-576-21-42-05	Payroll/Merchant Fees (Heartland)	\$1,852.01	\$4,890.25	\$9,000.00	\$4,109.75	54.34%
001-000-000-576-21-42-09	Scheduling Software/Timekeeping	\$352.64	\$2,115.84	\$3,000.00	\$884.16	70.53%
	Total Prof Services-Front Offc	\$5,442.05	\$26,248.14	\$71,600.00	\$45,351.86	36.66%
Professional Svcs - Maintenance						
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)	\$105.27	\$1,224.90	\$2,750.00	\$1,525.10	44.54%
001-000-000-576-21-31-03	AHU/VFD Maintenance (Sunbelt)	\$0.00	\$3,839.92	\$6,750.00	\$2,910.08	56.89%
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)	\$1,243.06	\$3,107.65	\$6,250.00	\$3,142.35	49.72%
001-000-000-576-21-42-04	Towing (Pete's Towing)	\$0.00	\$0.00	\$2,668.00	\$2,668.00	0.00%

Category/ Acct #	Reference	May 2025	YTD Expense	2025 Budget	Budget Balance	% of Budget
001-000-000-576-21-42-08	Water/Coffee (Mountain Mist)	\$95.75	\$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	\$1,000.00	\$1,000.00	0.00%
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	\$1,444.08	\$31,635.39	\$68,668.00	\$37,032.61	16.21%
Repairs & Maintenance						
001-000-000-576-21-48-00	Maintenance Services (non-contracted)	\$2,058.87	\$28,230.37	\$88,500.00	\$60,269.63	31.90%
	Total Repairs & Maintenance	\$2,058.87	\$28,230.37	\$88,500.00	\$60,269.63	31.90%
Communications						
001-000-000-576-20-41-02	Web Design & Maintenance	\$717.50	\$2,322.34	\$3,000.00	\$677.66	77.41%
001-000-000-576-20-42-01	Telephone/Internet (Comcast)	\$513.72	\$3,096.32	\$5,200.00	\$2,103.68	59.54%
001-000-000-576-20-42-04	Email Notification System (CampaignMonitor)	\$69.00	\$414.00	\$750.00	\$336.00	55.20%
001-000-000-576-20-42-10	Desktop Licenses (MS & Misc)	\$281.57	\$1,898.19	\$3,200.00	\$1,301.81	59.32%
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	\$75.39	\$439.66	\$250.00	(\$189.66)	175.86%
001-000-000-576-21-42-14	Elevate Phone System	\$0.00	\$890.15	\$3,000.00	\$2,109.85	29.67%
001-000-000-576-21-42-03	Work Email Accounts (Google Suite)	\$49.27	\$339.29	\$600.00	\$260.71	56.55%
	Total Communications	\$1,706.45	\$9,399.95	\$16,300.00	\$6,900.05	57.67%
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)	\$376.00	\$376.00	\$3,500.00	\$3,124.00	10.74%
001-000-000-576-21-43-04	In Service Supplies (Internal Training)	\$0.00	\$68.94	\$2,500.00	\$2,431.06	2.76%
001-000-000-576-21-43-05	Swim Lesson Licensing (Amer Red Cross)	\$0.00	\$1,110.00	\$1,750.00	\$640.00	63.43%
001-000-000-576-21-43-07	Management Staff Training	\$0.00	\$280.00	\$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	\$376.00	\$1,834.94	\$16,750.00	\$14,915.06	10.95%
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	\$920.00	\$5,487.50	\$8,000.00	\$2,512.50	68.59%
001-000-000-576-20-41-13	Sponsorship Supported	\$0.00	\$0.00	\$200.00	\$200.00	0.00%
001-000-000-576-20-41-20	Social Media Advertising	\$52.82	\$167.84	\$2,000.00	\$1,832.16	8.39%
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	\$4,000.00	\$4,000.00	0.00%
001-000-000-576-20-49-09	Bulk Printing - District Postcard	\$0.00	\$0.00	\$2,500.00	\$2,500.00	0.00%
	Total Advertising	\$972.82	\$5,705.34	\$19,650.00	\$13,944.66	29.03%
Rentals & Leases						
001-000-000-576-20-45-00	District Office Rental (Zen)	\$717.50	\$3,587.50	\$9,000.00	\$5,412.50	39.86%
001-000-000-576-20-45-01	Storage Rental (AAAA)	\$300.00	\$2,120.00	\$4,000.00	\$1,880.00	53.00%
001-000-000-576-20-45-02	Miscellaneous Rentals	\$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	\$500.00	\$500.00	0.00%
	Total Rentals & Leases	\$1,017.50	\$5,707.50	\$16,000.00	\$10,292.50	35.67%
Utilities						
001-000-000-576-21-47-00	Electricity (PSE)	\$11,438.39	\$60,869.63	\$170,000.00	\$109,130.37	35.81%
001-000-000-576-21-47-02	Water (Highline)	\$756.68	\$3,691.04	\$9,000.00	\$5,308.96	41.01%
001-000-000-576-21-47-03	Garbage/Recycling (Recology)	\$569.75	\$3,357.14	\$7,250.00	\$3,892.86	46.31%
001-000-000-576-21-47-04	Sewer (Midway)	\$1,036.72	\$3,020.87	\$4,750.00	\$1,729.13	63.60%
	Total Utilities	\$13,801.54	\$70,938.68	\$191,000.00	\$120,061.32	37.14%
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	\$250.00	\$4,930.60	\$500.00	(\$4,430.60)	986.12%
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/Membership/Subscriptions	\$1,381.14	\$3,042.27	\$5,000.00	\$1,957.73	60.85%
001-000-000-576-20-51-50	Background checks	\$58.00	\$174.00	\$1,250.00	\$1,076.00	13.92%
001-000-000-576-21-40-20	Scholarships (Faith Callahan)	\$238.00	\$595.00	\$3,500.00	\$2,905.00	17.00%
	Total Miscellaneous	\$1,927.14	\$8,960.34	\$11,500.00	\$2,539.66	77.92%
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)	\$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)	\$675.00	\$1,125.00	\$4,000.00	\$2,875.00	28.13%
001-000-000-576-21-49-20	Permits & Fees (KCHD, CoDM)	\$3,286.90	\$4,821.16	\$2,000.00	(\$2,821.16)	241.06%
	Total Intergov Services	\$6,403.94	\$10,769.33	\$22,500.00	\$11,730.67	47.86%

Category/ Acct #	Reference	May 2025	YTD Expense	2025 Budget	Budget Balance	% of Budget
Capitals						
001-000-000-594-76-41-02	Capital - Advertising	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
001-000-000-594-76-41-03	Capital - Architects/Engineers	\$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	\$213,116.72	\$213,116.72	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%
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	\$0.00	\$0.00	\$2,788,827.22	\$2,788,827.22	0.00%
	TOTAL ADMINISTRATION	\$24,020.19	\$144,380.51	\$353,600.00	\$209,219.49	40.83%
	TOTAL OPERATIONS	\$98,572.35	\$497,802.48	\$1,478,102.24	\$980,299.76	33.68%
	TOTAL CAPITAL	\$0.00	\$0.00	\$2,788,827.22	\$2,788,827.22	0.00%
GRAND TOTALS						
		\$122,592.54	\$642,182.99	\$4,620,529.46	\$3,978,346.47	13.9%
					Target	41.67%



Revenue

Starting Account Number: 001-000-000-308-80-10-00 District Policy- 3mo M&O Exp
Ending Account Number: 301-000-000-397-00-00-00 Transfer from General Fund -Capital Reserves
Period: 2025 - May

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
General Fund						
Taxes						
001-000-000-311-11-00-00	Property Taxes	\$123,790.10	\$1,157,385.96	\$0.00		(\$1,157,385.96)
001-000-000-311-11-00-01	Timber Harvest Tax	\$0.03	\$0.03	\$0.00		(\$0.03)
001-000-000-317-20-00-00	Leasehold Excise Tax	\$3,097.11	\$6,240.37	\$0.00		(\$6,240.37)
Total Taxes		\$126,887.24	\$1,163,626.36	\$0.00		(\$1,163,626.36)
Charges for Goods and Services						
001-000-000-347-60-00-00	Normandy Park - Pool Use Fee	\$0.00	\$0.00	\$0.00		\$0.00
Total Charges for Goods and Services		\$0.00	\$0.00	\$0.00		\$0.00
Miscellaneous Revenues						
001-000-000-361-11-00-00	Investment Interest	\$6,917.81	\$33,399.57	\$0.00		(\$33,399.57)
001-000-000-367-00-00-01	Contributions/Donations	\$0.00	\$31,300.00	\$0.00		(\$31,300.00)
001-000-000-368-81-00-02	Miscellaneous Income	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-369-81-00-00	Cash Over/Shorts	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-369-81-00-03	MRP Cash Deposits	\$1,094.25	\$6,129.47	\$0.00		(\$6,129.47)
001-000-000-369-81-00-04	MRP Credit Card Deposits	\$29,967.08	\$70,318.63	\$0.00		(\$70,318.63)
001-000-000-369-81-00-05	Reimbursements (Fitness Specialists)	\$492.00	\$1,280.00	\$0.00		(\$1,280.00)
Total Miscellaneous Revenues		\$38,471.14	\$142,427.67	\$0.00		(\$142,427.67)
001-000-000-397-00-00-00	Transfer from Capital Projects Fund	\$0.00	\$0.00	\$0.00		\$0.00
Total General Fund		\$165,358.38	\$1,306,054.03	\$0.00		(\$1,306,054.03)
Capital Projects/Reserve						
301-000-000-397-00-00-00	Transfer from General Fund -Capital Reserves	\$0.00	\$0.00	\$1,124,110.50	0.00 %	\$1,124,110.50
Total Capital Projects/Reserve		\$0.00	\$0.00	\$1,124,110.50	0.00 %	\$1,124,110.50
Grand Totals		\$165,358.38	\$1,306,054.03	\$1,124,110.50	116.19 %	(\$181,943.53)

Totals By Fund						
Fund Number	Title	Period	Fiscal	Budget	% of Total	Balance
001-000-000-000-00-00-00	General Fund	\$165,358.38	\$1,306,054.03	\$0.00		(\$1,306,054.03)
301-000-000-000-00-00-00	Capital Projects/Reserve	\$0.00	\$0.00	\$1,124,110.50	0.00 %	\$1,124,110.50
Grand Totals		\$165,358.38	\$1,306,054.03	\$1,124,110.50	116.19 %	(\$181,943.53)

DES MOINES POOL METROPOLITAN PARK DISTRICT

Date: Thursday, June 19, 2025

To: District Board Commissioners

From: Scott Deschenes, District General Manager

Subject: Bi-Monthly Reports to Board Between May 27 and June 24

SENT FRIDAY, JUNE 13:

BOARD MEETING WRAP-UP

- 50th Anniversary Scheduling: I have heard from 4 out of 5 board members. Currently, the event looks like it will be scheduled for Sunday, September 21st.
- May 20 & 27 Minutes for Review: I sent the minutes out earlier this week. Please have any and all edits back by June 17 to put in the packet.
- Insurance Homework/Update: I also sent insurance homework to be brought to the next meeting on June 24. AWC-RMSA will be having their board meeting on June 25, so we will not have their answer until later. I also am working on getting references from the other two agencies starting today.
- Stakeholder Homework: I also sent the stakeholder homework out last week. I have only received one response. Please send the stakeholder paperwork in by Monday, June 16 to compile and put in the packet.
- April 22 Minutes: The April 22 minutes have been posted to the website.
- Next meeting: Our next board meeting will be Tuesday, June 24 at 7pm.

SAO REPORT

Just a heads up that the SAO report was published on June 12 to their website. Below is a link to their report. It has also been posted to our website's governance page.

<https://portal.sao.wa.gov/ReportSearch/Home/ViewReportFile?isFinding=false&arn=1037494>

SAO CYBERSECURITY CHECK

I have emailed SAO to request setting up the cybersecurity check for July.

We will also present a workplan for the rest of the items at the June 24 meeting.

SWIM LESSONS UPDATE

All three sessions of current lessons have started. We had to give a few last second refunds as people changed their plans, but Emmitt made sure to charge them the refund fees. We also had a parent that signed up for the wrong level but staff is working with them on an accommodation to get through this session.

SCHEDULE UPDATE

We updated the current schedule on June 1st to be open from 5am-9pm. Below is a link to the email blast.

<https://createsend.com/t/d-624632B7B5E89ABB2540EF23F30FEDED>

Quentin will also be present to update the board about the summer schedule including public outreach. The next schedule will take effect on July 7.

LIFEGUARD CERTIFICATION COURSES

Emmitt is leading two lifeguard courses after school gets out on June 25. Both courses are a lifeguard certification course, and recertification course. See link below for more information.

<https://createsend.com/t/d-302FA13214EB171B2540EF23F30FEDED>

MAINTENANCE UPDATE

- Electrical estimate: We received an estimate for wiring that has exposure issues due to the pool air in the back of the building. I will share it at the next meeting.
- Meeting: We are meeting with Scott Romano, City of Des Moines Project Manager, on an electric bid from MacMiller.
- August Closure: We are still awaiting a final word from HSD and King County Parks on the grant application. We are also trying to finalize the Engineer of Record to hopefully have those repairs ready for August. We will make an update at the June 24 board meeting.
- KCYAS GRANT UPDATES: I have been cc'd on some emails on the \$213K grant between King County Parks and HSD, but nothing has been settled.
- MLA AGREEMENT: Also waiting to finalize this with legal. Should have this ready soon.

RECORDS BOARD UPDATE

- Quentin has the records board hung, and is working to get some additional letters for the placement. He is also working with the school's coach to a reveal.

TELEVISION UPDATE

- The television is setup, and we had a delivery issue with USPS that we are trying to figure out. They stated they tried to deliver the package to the pool on Monday, but no one saw them. We already have some basic digital signage ready to go, but need the Optisign digital stick to cast it to the television.

PAYMENT SYSTEMS

CivicRec is offering payment processing. Angela also setup a meeting with Heartland Payment Systems that is interested in setting up a new agreement. We will bring both options to the June 24 meeting.

TRANSFER TO ELECTRONIC PAYMENTS

Angela is working on a transition plan to include more vendors. She is currently looking at transferring AWC and CMIT. These should happen over the next month.

NORMANDY PARK CITY SCENE

Gene put the following ad together to go in the Normandy Park City Scene.

WHAT MOUNT RAINIER POOL MEANS TO NORMANDY PARK

***Because your city
helps subsidize
Mount Rainier Pool:***

- Residency discounts apply
- Access to 90% scholarships
- You get priority registration for swim lessons
- Year-round swimming
- Competitive venue for high school and club teams
- Free lifeguard certification



DID YOU KNOW?

Mount Rainier Pool opened in 1975 as part of King County's Forward Thrust initiative that built 16 pools across the county. This fall we proudly celebrate 50 years of helping serve the aquatic needs of Southwest King County.



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

PUBLIC OUTREACH

- Commissioner Stender is presenting at the Bayside Ball on Saturday. Gene also requested volunteer servers at the event, so we sent a text out to all staff. If you want to go and watch Shane's presentation, here is a link to the Bayside Ball information. <https://www.desmoineslegacy.org/about-5-15>
- Emmitt was at the Valley View Resource Fair, Woodmont Resource Fair and a daycare.
- We are also looking into attending the Midway Park event and Des Moines Farmers Market Family Day and the Waterland events. We will present a summer calendar for these events at the board meeting.

PROCLAMATION – JULY IS NATIONAL PARKS AND RECREATION MONTH

I am going to add a proclamation for National Parks and Recreation Month to the June 24 agenda. Swimming is a parks and recreation activity and I think this is important to bring to people's attention.

RESEARCH

- Two more states pass water safety laws (Aquatics International) https://www.aquaticsintl.com/facilities/two-states-pass-water-safety-info-laws_o
- Budget cuts hit water safety advocacy (Aquatics International) https://www.aquaticsintl.com/facilities/budget-cuts-hit-water-safety-advocacy_o
- 2025 legislation promotes development of childcare facilities (MRSC Insight Blog) <https://mrsc.org/stay-informed/mrsc-insight/june-2025/childcare-zoning>
- How states are trying to make childcare more affordable (Governing) <https://www.governing.com/policy/how-states-are-trying-to-make-child-care-more-affordable>

SENT MAY 30:

BOARD MEETING FOLLOW-UP

- Emails to Board: On Wednesday, I sent email for the following.
 - SAO Exit Interview and 50th Anniversary Scheduling- I sent out information on scheduling for the SAO Exit Interview (see below) and 50th Anniversary Scheduling. I still need responses from board members on the 50th Anniversary Scheduling from 3 of 5 board members.
 - Stakeholder Homework- I mailed out the stakeholder homework, please have all of your responses back.
 - Insurance Changeover Information- I mailed this information out to. Please complete it for discussion at the June 24 board meeting.
 - April 22 Minutes: Angela emailed this through Docusign on Wednesday.
- Minutes: I will send out minutes for the May 20 and 27 meetings, early next week.
- Engineer of Record: I sent a request to MLA to craft an agreement back for phases A and B. They sent an updated agreement that is being reviewed by legal. I hope to have more information and a timeline by the next report.
- 50th Anniversary Food Truck: Gene emailed me that he may have a food truck that does barbecue that might be available on a Sunday.
- Next Regular Board Meeting: The next regular board meeting will be Tuesday, June 24 at 7pm.

SWIM LESSONS

At the time of sending this we have filled 358 of the 388 swim lesson spots (92%). This number always changes as we have people add or leave paying the \$10 penalty right before swim lessons start. Emmitt has been working to tweak classes to best serve the current registrants. We will switch over to summer swim lessons on the website, once the first week of lessons start for all classes.

JUNE 1 SCHEDULE CHANGE

As mentioned at the board meeting, staff have added a few hours to our schedule. We will be open from 5am-9pm on weekdays. We are working to make sure people are informed of the changes including email blasts, social media and other mediums. Note-we do offer programming outside of our public hours including training afterschool, middle day cleaning, early morning Saturday lessons, Swim team and private rentals and birthday parties on Saturday afternoon until 5pm. Our next schedule change will be Monday, July 7 when summer lessons start.

<https://createsend.com/t/d-624632B7B5E89ABB2540EF23F30FEDED>

Below are the special events for June.



UPCOMING LIFEGUARD CLASS

Emmitt is hosting a lifeguarding class, June 24-28. We have been running an advertisement in MRHS's student newspaper and had four job interest cards this last week. I am working on adding some social media, signage and potentially a PSA. We will send an email blast out next week.

SAO EXIT INTERVIEW

Our SAO Exit Interview will be Friday, June 6th at 10am. Dylan Rowley, who is our auditor, will be reaching out to each of you. I will send a Zoom invite out next week. The meeting should be no longer than thirty minutes.

SAO REPORT

I completed the SAO report before the deadline.

MAINTENANCE/PROJECTS

- Record Board: Staff took down the old record board that will be stored in storage. Quentin is working with staff to get the record magnets installed, and have the record board up. Once up he will finalize inviting the Highline School District to setup a dedication ceremony.
- Television: The new television was delivered, and we should have the software on it, sometime next week. I need to create some more screens through OptiSigns.
- HSD Project: McKinstry will be looking at the boiler at the pool on Friday, May 30.

- **Chem Feeder Components:** Some of the components that connect it to the system are looking a little worn, so Quentin is having them replaced.
- **Potholes in Parking Lot:** There are a couple of potholes in the parking lot that need to be filled. I will fill them in June when the weather is a little more consistent. We will choose a Friday when things are a little slower.
- **Surplus Ramp Up:** I want to start transitioning moving items from the office to storage. This will require surplus of a lot of items the pool no longer uses. My goal is to introduce these items in June and vote in July. I would like to have this done ahead of our August closure to take advantage of available staff for this and instituting tracking of equipment.
- **Grants:** As I mentioned, we received a delay for the air handler grant until 2026. I notified the school district of this. I also received an email that the grant we applied for in 2025 will be announced in August. We still are attempting to get the plumbing repairs grant completed, but this is due by the end of the year. We are trying to work through the HSD lien issue, and the emergency repair on the surge pit. I hope to get an update from HSD soon on the lien, and legal is reviewing MLAs agreement proposal.

RENTALS

- **Alaska Airlines** had their monthly flight attendant water training on Friday, May 23.
- **Parkside PTSA** on Saturday, May 17 went well. Below is a message from their president.
 Thanks for reaching out!
 We had a wonderful event on Saturday and we already can't wait to do it again 😊
 Mason & the rest of your lifeguards / staff were friendly, approachable, and professional. The set up was nice and easy. Parents appreciated the ease of signing in via the clip board. Most importantly The kids had a ton of fun.
- **Birthday Parties:** Emmitt is starting to book June and July birthday parties. He is still holding off on August, as we are still working to have a closure for some maintenance issues.
- **PTSA's for 2025-2026 Season:** I am going to send an email out to all PTSA's in Des Moines and Normandy Park (including St. Philomena). I want to utilize this to get the transitions from one PTSA group to the next.

PUBLIC OUTREACH

Emmitt is working to mobilize staff for Valley View Resource Fair, a Woodmont event, a daycare event and the Midway Park event after school closes. We will also look into being at the Farmer's Market and sign up for the Waterland events. It should be a busy summer.

RESEARCH

- Funding downtown revitalization projects with tax increment financing (MRSC) <https://mrsc.org/stay-informed/mrsc-insight/april-2025/tif-downtown-revitalization>
- Lawsuit settled out of court (PT Leader) <https://www.ptleader.com/stories/julie-jaman-lawsuit-settles-out-of-court,211201>
- Expanding public participation in planning using digital tools (MRSC Insight Blog) <https://mrsc.org/stay-informed/mrsc-insight/may-2025/digital-planning-tools>
- Behind closed doors: recent cases address requirements for executive sessions during special meetings (MRSC Insight Blog) <https://mrsc.org/stay-informed/mrsc-insight/may-2025/behind-closed-doors>
- Infant swim lessons 'lifesaving' for families to prevent drownings (Yahoo News from Commissioner Stender) https://www.yahoo.com/lifestyle/infant-swim-lessons-lifesaving-families-141921601.html?guccounter=1&guce_referrer=YW5kcm9pZC1hcHA6Ly9jb20uZ29vZ2xlLmFuZlJvaWQuZ29vZ2xlXVpY2tzZW5yY2hib3gv&guce_referrer_sig=AQAAAC9BnDmF3lTrLWb4rXKbG6huAcV3yxqmRYODuQ3kfM5t5nthXQC0AbsmpjCzHaPhU7v-JEXnZuV0hXnWJRY3iloD-seRBR1s2m-nlA5EFeyQOG2AAuBJBYEIK7f6sh-4ftvk4wTgMoR2ADIOxdZe5gh4FmIBniFmSSqNADnHrKZX

STAFF IN THE NEWS

One of our lifeguards was awarded a Dollars for Scholars scholarship Shou Blank. The pool continually has children that are recognized throughout the years for their academics.

<https://waterlandblog.com/fourteen-local-students-honored-with-scholarships-at-des-moines-yacht-club-celebration/>



Des Moines Pool Metropolitan Park District

May 20, 2024

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 7:05 p.m. Also, present were Commissioners Campbell, Stender and Achziger; Aquatics Manager, Knox and District General Manager (GM) Deschenes. Commissioner Dusenbury was not present.

PLEDGE OF ALLEGIANCE – Commissioner Campbell 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 4-0.

ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS – District GM Deschenes announced that AWC-RMSA sent a new application for the district to complete, and the application is due by June 1, 2025. The District GM also announced that SAO is ready to perform the exit interview, and scheduling would be part of the May 27 board meeting.

PUBLIC COMMENT – District GM Deschenes notified the board that Gene Achziger notified him that he would be late for the meeting. The board elected to allow Mr. Achziger the opportunity to participate in public comment when he arrived to the meeting.

EXECUTIVE SESSION BUSINESS

6. Executive Session, HSD Lease

At 7:07pm, the Board President announced the board would go into an executive session to evaluate the performance of a public employee subject to RCW 42.30.140(4). The board went into executive session until 7:22pm for approximately 15 minutes.

At 7:22pm, after the executive session was completed there was no action taken by the board.

7. Strategic Planning Discussion

District GM Deschenes presented planning and discussion on strategic planning for the future of the Mount Rainier Pool.

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

22722 19th Avenue South, Des Moines, WA 98198 (Mailing Address)

To enhance our community's quality of life by providing access to and promoting participation in aquatics programs

The Des Moines Pool Metropolitan Park District is committed to compliance with both the Washington Law Against Discrimination and the Americans with Disabilities Act. The District's regular meetings are being held hybrid including remote access to give the community more access options. See the information above to join a meeting. If you have any questions, please contact Scott Deschenes, District General Manager at 206.429.3852 or info@mtrainierpool.com.

**Des Moines Pool Metropolitan Park District
Meeting Minutes – 5/20/2025**

Commissioner Stender mentioned the importance of the MRHS record board event and the importance of getting it completed before the end of the year. Commissioner Thorell suggested having the event videotaped.

It was also discussed about the importance of the 50th anniversary event to push informing the public of the aging of the pool and educating the public about the future planning of the pool.

President Young stated that this was the information that the board needed, and there was good information to move forward.

Commissioner Thorell stated that it is important to get the Mount Rainier High School District's swim teams involved.

District GM Deschenes mentioned the stakeholder homework that was included in the packet. The board gave recommendations for potential stakeholders. Commissioner Stender suggested District GM Deschenes put together a list including potential future partners, and the board could add to the homework, and also mentioned reaching out to SplashForward in Bellevue about providing information for the project.

A copy of the presentation is included in the May 20 agenda packet.

8. Joint Meeting with Tukwila Pool Metropolitan Park District

District GM Deschenes suggested having the joint meeting with Tukwila in late August or September. He mentioned that he would reach out and get something scheduled.

9. Good of the Order

Resident, Gene Achziger, requested one of the board to come out to the Bayside Ball to discuss the importance of the Mount Rainier Pool. He mentioned they were looking for someone who the pool meant a lot to them.

ADJOURNMENT

With no further business the meeting was adjourned at 7:48pm.

UPCOMING MEETINGS

- May 27, 2025, Regular Board Meeting, 7:00pm, Location: Hybrid (DMPMPD Offices and Online)
- Special Meeting (To Be Determined)

Respectfully submitted by Scott Deschenes, District General Manager.

Des Moines Pool Metropolitan Park District Board of Commissioners

Commissioner Young

Commissioner Dusenbury

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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 holding hybrid meetings remotely and at the MRHS Library until further notice. The public may join meetings through the Zoom app. Logon information is published in each Meeting Agenda. Contact Scott Deschenes, District GM at scott.deschenes@desmoinespool.org if you have questions.

**Des Moines Pool Metropolitan Park District
Meeting Minutes – 5/20/2025**

Commissioner Campbell

Commissioner Stender

Commissioner Achziger

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

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Des Moines Pool Metropolitan Park District

May 27, 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 7:02 p.m. Also, present were Commissioners Dusenbury, Stender and Thorell; Aquatics Manager Knox, District General Manager Deschenes, Clerk Melum and Resident Gene Achziger. Commissioner Stender logged off at 7:30 p.m.

PLEDGE OF ALLEGIANCE – Commissioner Dusenbury led the flag salute.

ADOPTION/MODIFICATIONS OF AGENDA – District GM Deschenes notified the board that the district had received an estimate earlier in the day, and that estimate was added to the board packet. Commissioner Thorell moved to approve the agenda. Commissioner Dusenbury 2nd. Motion passed 5-0.

ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS – District GM Deschenes notified the board that a teacher from the Highline School District requested single sex swims. A presentation will be made at the June 24 board meeting. He also announced that the aquatics coordinator was able to find additional staffing and that the schedule would be expanded on June 1 to be open 5:00am-9:00pm on weekdays. He also announced that he was able to formally get the Best Starts for Kids grant delayed until 2026.

PUBLIC COMMENT – None.

6a. CONSENT AGENDA

Commissioner Campbell moved to approve the Consent Agenda including the vouchers and electronic transfer requests processed in April 2025 totaling \$156,671.95. Commissioner Dusenbury 2nd. The motion passed 5-0.

OLD BUSINESS

7a. Q1 Report Financial Report

District GM Deschenes presented a copy of the first quarter financial report. The report covered January 1 through March 31, 2025. A copy of the report is available in the May 27 board packet.

7b. 2024 Financial Report

District GM Deschenes presented a copy of the annual financial report for 2024. This report is due to be submitted to the State of Washington Auditor's Office by May 30, 2025, which is the annual deadline of 150 days set after the end of each year. The report is in the process of being completed, and a DRAFT copy of the physical report, which

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The Des Moines Pool Metropolitan Park District is committed to compliance with both the Washington Law Against Discrimination and the Americans with Disabilities Act. The District's regular meetings are being held hybrid including remote access to give the community more access options. See the information above to join a meeting. If you have any questions, please contact Scott Deschenes, District General Manager at 206.429.3852 or info@mtrainierpool.com.

Des Moines Pool Metropolitan Park District Meeting Minutes –05/27/2025

will be posted to the website, may change and any updates will be made at the June 24 regular board meeting. A copy of the 2024 annual financial report is available in the May 27 board packet.

7c. SAO Exit Interview Scheduling (Special Meeting)

District GM Deschenes presented a list of times that the State Auditor's Office (SAO) provided for an exit interview special meeting. President Young requested the board send District GM Deschenes their availability to schedule the special meeting. District GM Deschenes will notify the board and ensure the board packet is posted for public notification.

7d. Insurance Changeover Selection Process

District GM Deschenes notified the board that he had sent an updated application into Association of Washington Cities – Risk Management Service Agency (AWC-RMSA) insurance. He also went over the process for selection of a new insurance provider by the August 1 deadline of the district leaving Washington Cities Insurance Authority (WCIA). He went over the process, supporting materials and reference checks. A copy of the presentation is available in the May 27 board meeting.

7e. Employee Handbook

District GM Deschenes presented changes suggested from Commissioners Campbell and Stender. He went through the changes. Commissioner Stender moved to approved the updated employee handbook. Commissioner Thorell 2nd. Motion passed 5-0.

7f. Policy 353, Public Access

District GM Deschenes presented replacing Policy 353, Transgender with Policy 353, Facility Access. The reason for the change was to update the original policy, which was nine years old to match more recent policies approved at other agencies. Commissioner Campbell moved to approve the replacement of Policy 353, Transgender with the updated and renames Policy 353, Facility Access. Commissioner Stender 2nd. Motion passed 5-0.

7f. 50th Anniversary Event

District GM Deschenes presented a proposed outline for a 50th Anniversary event. District GM Deschenes presented a proposed outline, communication plan, giveaways, educational pool opportunities and ceremonial plaque. Commissioner Thorell recommended a video or tour of the pool to educate the community about the state of the pool. A copy of the report is available in the May 27 agenda packet.

President Young requested District GM schedule a date for the 50th Anniversary event.

NEW BUSINESS

8a. Policy 454 Drug Free Workplace (first touch)

District GM Deschenes went over the proposed Policy 454 Drug Free Workplace. After discussion it was determined there needed to be additional work done on the policy including implementing future processes. District GM Deschenes will present the information at a future meeting.

8b. Surge Pit, Emergency Repair,

District GM Deschenes notified the board of structural issues that are affecting the surge pit that are creating an emergency situation. He is notifying the board that he notified the board's finance committee that he received

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**Des Moines Pool Metropolitan Park District
Meeting Minutes –05/27/2025**

approval to setup an emergency repair proposal to setup engineering for future repairs. District GM Deschenes shared a proposed estimate that was added to the packet at the start of the meeting. District GM Deschenes requested an NTE of \$14,000 and an estimated closure of a maximum of three to four weeks. Commissioner Dusenbury moved that the Board of Commissioners of the Des Moines Pool Metropolitan Park District authorize the District General Manager to enter into an emergency professional services agreement with MLA Engineering for structural engineering services related to urgent repairs of the Mount Rainier Pool surge pit, in an amount not to exceed \$14,000 for Phases A & B or proposal. Commissioner Campbell 2nd. Motion passed 4-0.

8c. Stakeholder Homework

District GM Deschenes went over the stakeholder homework handed out at the May 20 retreat. District GM Deschenes added the proposed stakeholders that were requested along with the directions on completing the homework. District GM Deschenes stated he would send the homework out the following morning.

EXECUTIVE SESSIONS

9. Performance of a Public Employee

President Young announced the board would go into executive session 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 executive session will be for 5 minutes until 8:05 p.m. The meeting re-convened at 8:12 p.m. After the executive session, no formal action was taken by the board.

GOOD OF THE ORDER

Commissioner Thorell mentioned that she elected not to run to focus, but was impressed with all of you.

ADJOURNMENT

With no further business the meeting was adjourned at 8:15 p.m.

UPCOMING MEETINGS

- June 6, 2025, 10:00am, SAO Exit Interview, N/A, Location: Hybrid (DMPMPD Offices and Online)
- June 24, 2025, Regular Board Meeting, 7:00pm, Location: Hybrid (DMPMPD Offices and Online)

Respectfully submitted by Scott Deschenes, District General Manager.

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**Des Moines Pool Metropolitan Park District
Meeting Minutes –05/27/2025**

Des Moines Pool Metropolitan Park District Board of Commissioners

Commissioner Young

Commissioner Dusenbury

Commissioner Campbell

Commissioner Stender

Commissioner Thorell

District Clerk Melum

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Special District Voucher Approval Document

KC v2.0

Scheduled Payment Date: 05/07/2025

Total Amount: \$11,226.89

Control Total: 9

Payment Method: WARRANT

District Name: Des Moines Pool Metropolitan Park District

File Name: AP_DMPOLPRK_APSUPINV_20250501131346.csv

Fund #: 170950010

CONTACT INFORMATION

Preparer's Name: Angela MelumEmail Address: angela.melum@desmoinespool.org

PAYMENT CERTIFICATION

RCW (42.24.080)

I, the undersigned, do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered, the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim(s) is(are) just, due and unpaid obligation against the above-named governmental unit, that I am authorized to authenticate and certify to said claim(s).

Authorized District Signature(s) for Payment of Claims (Auditing Officer(s) or Board Member(s)) :

<small>DocuSigned by:</small> <u>Scott Deschaves</u> <small>2E03815D71304B0...</small>	<u>5/1/2025</u>
Authorized District Signature	Date
 Authorized District Signature	 Date
 Authorized District Signature	 Date

<small>Signed by:</small> <u>Shane Young</u> <small>0D00E227C8C1457...</small>	<u>5/2/2025</u>
Authorized District Signature	Date
 Authorized District Signature	 Date
 Authorized District Signature	 Date

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King County Accounts Payable
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401 5th Avenue, Room 323
Seattle, WA 98104

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Special District Voucher Approval Document

KC v2.0

District Name: Des Moines Pool Metropolitan Park District

File Name: AP_DMPOLPRK_APSUPINV_20250501131346.csv

Payee (Vendor Name)	Vendor No.	Vendor Site	Invoice No.	Invoice Date	Inv. Amount	Description
AWC - VIMLY BENEFIT SOLUTIONS, INC			68867	04/18/2025	\$2,795.52	MAY 2025 EMP BENEFIT BILLING
CRYSTAL SPRINGS			24714034 042325	04/23/2025	\$95.75	WATER DELIVERY
DEPARTMENT OF RETIREMENT SYSTEMS			DRS202503V2	03/01/2025	\$1,691.32	MAR 2025 DCP PMT VOL 2
DEPARTMENT OF RETIREMENT SYSTEMS			DRS202504V2	04/01/2025	\$1,765.22	APR 2025 DCP PMT VOL 2
HIGHLINE WATER DISTRICT			04252025HWD	04/25/2025	\$756.68	APR 2025 WATER UTILITY
MACDONALD-MILLER FACILITY SOLUTIONS			SVC340054	04/30/2025	\$2,058.87	CALL# 250409-0017 GANG SHWR HEAD
NORTHWEST LANDSCAPING SERVICES			CD50528262	05/01/2025	\$621.53	MAY 2025 LANDSCAPING SVC
PUBLIC HEALTH - SEATTLE KING COUNTY			20250501SKCDPH	05/01/2025	\$668.00	2025 ANNUAL PERMIT RENEWAL - 5160
SNURE LAW OFFICE			05012025SLO	05/01/2025	\$774.00	APR 2025 PROFESSIONAL SVC

Initial
SU



Special District Voucher Approval Document

KC v2.0

Scheduled Payment Date: 05/14/2025

Total Amount: \$3,754.74

Control Total: 8

Payment Method: WARRANT

District Name: Des Moines Pool Metropolitan Park District

File Name: AP_DMPOLPRK_APSUPINV_20250507172202.csv

Fund #: 170950010

CONTACT INFORMATION

Preparer's Name: Angela MelumEmail Address: angela.melum@desmoinespool.org

PAYMENT CERTIFICATION

RCW (42.24.080)

I, the undersigned, do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered, the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim(s) is(are) just, due and unpaid obligation against the above-named governmental unit, that I am authorized to authenticate and certify to said claim(s).

Authorized District Signature(s) for Payment of Claims (Auditing Officer(s) or Board Member(s)) :

<small>DocuSigned by:</small> <u>Scott Deschamps</u> <small>2E03815D71304B0...</small>	<u>5/7/2025</u>
Authorized District Signature	Date
 _____ Authorized District Signature	 _____ Date
 _____ Authorized District Signature	 _____ Date

<small>Signed by:</small> <u>Joe Deschamps</u> <small>5E8DDA8899F2474...</small>	<u>5/8/2025</u>
Authorized District Signature	Date
 _____ Authorized District Signature	 _____ Date
 _____ Authorized District Signature	 _____ Date

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Special District Voucher Approval Document

KC v2.0

District Name: Des Moines Pool Metropolitan Park District

File Name: AP_DMPOLPRK_APSUPINV_20250507172202.csv

Payee (Vendor Name)	Vendor No.	Vendor Site	Invoice No.	Invoice Date	Inv. Amount	Description
575 INC			1211	05/07/2025	\$717.50	WEBSITE: T&M: WEBSITE NOT BACKING UP
CENTRAL WELDING SUPPLY			0002371952	04/30/2025	\$105.27	CYLINDER RENTAL APR 2025 BILLING
COLIBRI NORTHWEST, LLC			368DM	05/05/2025	\$670.00	SUMMER AD DM CITY CURRENTS MAG
COPIERS NORTHWEST			INV2999987	04/30/2025	\$112.98	APR 2025 COPIER USAGE
DATAQUEST, LLC			25280	04/30/2025	\$58.00	BKGRD CHK BECKY PHAM
LINDA RAY			LR202505-03	05/03/2025	\$484.52	APR 2025 CONSULTING/BOOKKEEPING SVCS
MIDWAY SEWER DISTRICT			04252025MSD	04/25/2025	\$1,036.72	FEB-APR 2025 SEWER UTILITY
RECOLOGY			0005088577	04/30/2025	\$569.75	MAY 2025 TRASH UTILITY

Initial
Handwritten initials in blue ink, appearing to be "JD" or similar, enclosed in a blue rectangular box.



Special District Voucher Approval Document

KC v2.0

Scheduled Payment Date: 05/14/2025

Total Amount: \$1,095.73

Control Total: 3

Payment Method: WARRANT

District Name: Des Moines Pool Metropolitan Park District

File Name: AP_DMPOLPRK_APSUPINV_20250509113059.csv

Fund #: 170950010

CONTACT INFORMATION

Preparer's Name: Angela MelumEmail Address: angela.melum@desmoinespool.org

PAYMENT CERTIFICATION

RCW (42.24.080)

I, the undersigned, do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered, the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim(s) is(are) just, due and unpaid obligation against the above-named governmental unit, that I am authorized to authenticate and certify to said claim(s).

Authorized District Signature(s) for Payment of Claims (Auditing Officer(s) or Board Member(s)) :

DocuSigned by: <u>Scott Deslauriers</u> 2E03815D7130480...	<u>5/9/2025</u>
Authorized District Signature	Date
 Authorized District Signature	 Date
 Authorized District Signature	 Date

Signed by: <u>Joe Deslauriers</u> 5E8D0A989F2474...	<u>5/9/2025</u>
Authorized District Signature	Date
 Authorized District Signature	 Date
 Authorized District Signature	 Date

SUBMIT SIGNED DOCUMENT TO:

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Special District Voucher Approval Document

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District Name: Des Moines Pool Metropolitan Park District

File Name: AP_DMPOLPRK_APSUPINV_20250509113059.csv

Payee (Vendor Name)	Vendor No.	Vendor Site	Invoice No.	Invoice Date	Inv. Amount	Description
JACK P COCHRAN			20250515JC164	05/15/2025	\$372.68	PAYROLL PE 05.15.2025 J. COCHRAN
NADIA CORTES			20250515NC143	05/15/2025	\$322.98	PAYROLL PE 05.15.2025 N CORTES
SHOU BLANK			20250515SB162	05/15/2025	\$400.07	PAYROLL PE 05.15.2025 S. BLANK

Initial
JD



Special District Voucher Approval Document

KC v2.0

Scheduled Payment Date: 05/26/2025

Total Amount: \$4,809.55

Control Total: 4

Payment Method: WARRANT

District Name: Des Moines Pool Metropolitan Park District

File Name: AP_DMPOLPRK_APSUPINV_20250519154300.csv

Fund #: 170950010

CONTACT INFORMATION

Preparer's Name: Angela MelumEmail Address: angela.melum@desmoinespool.org

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RCW (42.24.080)

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Authorized District Signature(s) for Payment of Claims (Auditing Officer(s) or Board Member(s)) :

<small>DocuSigned by:</small> <u>Scott Deschunes</u> <small>2E03815D71304B9...</small>	<u>5/19/2025</u>
Authorized District Signature	Date
 Authorized District Signature	 Date
 Authorized District Signature	 Date

<small>Signed by:</small> <u>Joe Dusenbury</u> <small>5E8DDA9899F2474...</small>	<u>5/20/2025</u>
Authorized District Signature	Date
 Authorized District Signature	 Date
 Authorized District Signature	 Date

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District Name: Des Moines Pool Metropolitan Park District

File Name: AP_DMPOLPRK_APSUPINV_20250519154300.csv

Payee (Vendor Name)	Vendor No.	Vendor Site	Invoice No.	Invoice Date	Inv. Amount	Description
AWC - VIMLY BENEFIT SOLUTIONS, INC			69914	05/18/2025	\$2,795.52	JUNE 2025 BILLING AWC EMP BENE TRUST
CITY OF DES MOINES			704	05/12/2025	\$675.00	APR 2025 DM DIST ADMIN SERVICES
NORTHWEST LANDSCAPING SERVICES			CD50507668	03/01/2025	\$621.53	MAR 2025 LANDSCAPING SERVICES
ZEN 22015, LLC			20250601ZEN	06/01/2025	\$717.50	JUNE 2025 MONTHLY D.O. RENT

Initial



Special District Voucher Approval Document

KC v2.0

Scheduled Payment Date: 05/28/2025

Total Amount: \$8,159.06

Control Total: 3

Payment Method: WARRANT

District Name: Des Moines Pool Metropolitan Park District

File Name: AP_DMPOLPRK_APSUPINV_20250521150816.csv

Fund #: 170950010

CONTACT INFORMATION

Preparer's Name: Angela MelumEmail Address: angela.melum@desmoinespool.org

PAYMENT CERTIFICATION

RCW (42.24.080)

I, the undersigned, do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered, the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim(s) is(are) just, due and unpaid obligation against the above-named governmental unit, that I am authorized to authenticate and certify to said claim(s).

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<small>DocuSigned by:</small> <u>Scott Deschamps</u> <small>2E03815D71304B0...</small>	<u>5/21/2025</u>
Authorized District Signature	Date
 Authorized District Signature	 Date
 Authorized District Signature	 Date

<small>Signed by:</small> <u>Joe Deschamps</u> <small>5E8DDA8B99F2474...</small>	<u>5/21/2025</u>
Authorized District Signature	Date
 Authorized District Signature	 Date
 Authorized District Signature	 Date

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District Name: Des Moines Pool Metropolitan Park District

File Name: AP_DMPOLPRK_APSUPINV_20250521150816.csv

Payee (Vendor Name)	Vendor No.	Vendor Site	Invoice No.	Invoice Date	Inv. Amount	Description
EMPLOYMENT SECURITY DEPARTMENT			04282025ESD_OCP	04/28/2025	\$250.00	APR 2025 ESD OCC CLASS PENALTY 4 EMP
GRAINGER			9512232936	05/19/2025	\$66.61	TOILET PAPER
US BANK			05122025USB	05/12/2025	\$7,842.45	MAY 2025 CC STATEMENTS

Initial
A handwritten signature in blue ink, enclosed in a blue rectangular box.



Special District Voucher Approval Document

KC v2.0

Scheduled Payment Date: 05/28/2025

Total Amount: \$3,247.90

Control Total: 9

Payment Method: WARRANT

District Name: Des Moines Pool Metropolitan Park District

File Name: AP_DMPOLPRK_APSUPINV_20250523145701.csv

Fund #: 170950010

CONTACT INFORMATION

Preparer's Name: _____ 5/23/2025

Email Address: angela.melum@desmoinespool.org

PAYMENT CERTIFICATION

RCW (42.24.080)

I, the undersigned, do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered, the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim(s) is(are) just, due and unpaid obligation against the above-named governmental unit, that I am authorized to authenticate and certify to said claim(s).

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<small>DocuSigned by:</small> <u>Scott Deschunes</u> <small>2E03815C071304B0...</small>	<u>5/23/2025</u>
Authorized District Signature	Date
_____ Authorized District Signature	_____ Date
_____ Authorized District Signature	_____ Date

<small>Signed by:</small> <u>Joe Deschunes</u> <small>6E8D0A8B99F2474...</small>	<u>5/24/2025</u>
Authorized District Signature	Date
_____ Authorized District Signature	_____ Date
_____ Authorized District Signature	_____ Date

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File Name: AP_DMPOLPRK_APSUPINV_20250523145701.csv

Payee (Vendor Name)	Vendor No.	Vendor Site	Invoice No.	Invoice Date	Inv. Amount	Description
AMBAUM LABS LLC			2020616	08/28/2024	\$1,080.00	AUG 2024 HOSTING WEBSITE ISSUE REPAIRS
AMBAUM LABS LLC			2020759	03/31/2025	\$720.00	MAR 2025 HOSTING WEBSITE ISSUE REPAIRS
ISAAC HAMMER			20250531IH165	05/31/2025	\$300.77	PAYROLL PE 5.31.2025 I. HAMMER
JACK P COCHRAN			20250531JC164	05/31/2025	\$231.89	PAYROLL PE 5.31.2025 J. COCHRAN
JOE DUSENBURY			20250531JD8	05/31/2025	\$439.80	COMM. SUB FOR APR 2025 MEETINGS J. DUSENBURY
NADIA CORTES			20250531NC143	05/31/2025	\$132.52	PAYROLL PE 5.31.2025 N. CORTES
PATRICE THORELL			20250531PT167	05/31/2025	\$146.61	COMM. SUB FOR APR 2025 MEETINGS P. THORELL
SHANE STENDER			20250531SS77	05/31/2025	\$146.61	COMM. SUB FOR APR 2025 MEETINGS S. STENDER
SHOU BLANK			20250531SB162	05/31/2025	\$49.70	PAYROLL PE 5.31.2025 S. BLANK


Initial
JD

ELECTRONIC PAYMENT REQUEST FORM


King County
 Department of Executive Services
 Finance & Business Operations Division
 KSC-ES-710
 201 S Jackson ST Ste 710
 Seattle, WA 98104
 Email: cash.management@kingcounty.gov

Payment Settlement Date 05/05/2025**PAYMENT INFORMATION**

☐ ACH Credit Pay Code (BENXX, GENXX, PAYXX) _____ ☐ ACH Debt Pay Code (COLXX) _____ ☒ Automatic Withdrawal
☐ Book Transfer (Last 4 digits of the account) From _____ 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)	Amount
1	PSE Auto Payment 05/05/2025	170950010			24219			11,438.39
2								
3								
4								
5								
6								
7								
8								
9								
10								
Total								\$ 11,438.39

PAYEE INFORMATION

Company _____ Address _____ City _____ State _____ Zip _____

BANK INFORMATION FOR WIRE PAYMENTS


Bank Name _____ Name on Bank Account _____
 Bank Routing # _____ Bank Account # _____ City _____ State _____ Zip _____
 Reference _____

CONTACT INFORMATION Typed or Printed


Contact Name Scott Deschenes, District Manager Organization Des Moines Pool Metropolitan Park District
 Email scitt.deschenes@desmoinespool.org Phone # (206) 429-3852 Ext _____ Fax # _____

AUTHORIZATION Certification for Payment (By Authorized Signer) RCW 42.24.080

I, the undersigned, do hereby certify under penalty of perjury, that the payment is due and payable, and that the payment is just, due, and unpaid obligation, and that I am authorized to authenticate and certify to said payment.


Signature  _____ Title Clerk of the Board Date 4/29/2025
 Print Name Joe Duesenberry Phone # (206) 429-3852 Email mypeggysue@me.com

ELECTRONIC PAYMENT REQUEST FORM


King County Department of Executive Services
 Finance & Business Operations Division
 KSC-ES-710
 201 S Jackson ST Ste 710
 Seattle, WA 98104
 Email: cash.management@kingcounty.gov

Payment Settlement Date 05/15/2025**PAYMENT INFORMATION**

☐ ACH Credit Pay Code (BENXX, GENXX, PAYXX) _____ ☐ ACH Debt Pay Code (COLXX) _____ ☒ Automatic Withdrawal
☐ Book Transfer (Last 4 digits of the account) From _____ 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)	Amount
1	Heartland Payroll 05/15/2025	170950010			24219			37,504.17
2								
3								
4								
5								
6								
7								
8								
9								
10								
Total								\$ 37,504.17

PAYEE INFORMATION

Company _____ Address _____ City _____ State _____ Zip _____

BANK INFORMATION FOR WIRE PAYMENTS

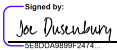
Bank Name _____ Name on Bank Account _____
 Bank Routing # _____ Bank Account # _____ City _____ State _____ Zip _____
 Reference _____

CONTACT INFORMATION Typed or Printed


Contact Name Scott Deschenes, District Manager Organization Des Moines Pool Metropolitan Park District
 Email scitt.deschenes@desmoinespool.org Phone # (206) 429-3852 Ext _____ Fax # _____

AUTHORIZATION Certification for Payment (By Authorized Signer) RCW 42.24.080

I, the undersigned, do hereby certify under penalty of perjury, that the payment is due and payable, and that the payment is just, due, and unpaid obligation, and that I am authorized to authenticate and certify to said payment.


Signature  _____ Title Clerk of the Board Date 5/9/2025
 Print Name Joe Duesenberry Phone # (206) 429-3852 Email mypeggysue@me.com

ELECTRONIC PAYMENT REQUEST FORM


King County Department of Executive Services
 Finance & Business Operations Division
 KSC-ES-710
 201 S Jackson ST Ste 710
 Seattle, WA 98104
 Email: cash.management@kingcounty.gov

Payment Settlement Date 05/31/2025**PAYMENT INFORMATION**

☐ ACH Credit Pay Code (BENXX, GENXX, PAYXX) _____ ☐ ACH Debt Pay Code (COLXX) _____ ☒ Automatic Withdrawal
☐ Book Transfer (Last 4 digits of the account) From _____ 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)	Amount
1	Heartland Payroll 05/31/2025	170950010			24219			37,414.76
2								
3								
4								
5								
6								
7								
8								
9								
10								
Total								\$ 37,414.76

PAYEE INFORMATION

Company _____ Address _____ City _____ State _____ Zip _____

BANK INFORMATION FOR WIRE PAYMENTS


Bank Name _____ Name on Bank Account _____
 Bank Routing # _____ Bank Account # _____ City _____ State _____ Zip _____
 Reference _____

CONTACT INFORMATION Typed or Printed

Contact Name Scott Deschenes, District Manager Organization Des Moines Pool Metropolitan Park District
 Email scitt.deschenes@desmoinespool.org Phone # (206) 429-3852 Ext _____ Fax # _____

AUTHORIZATION Certification for Payment (By Authorized Signer) RCW 42.24.080

I, the undersigned, do hereby certify under penalty of perjury, that the payment is due and payable, and that the payment is just, due, and unpaid obligation, and that I am authorized to authenticate and certify to said payment.

Signature  _____ Title Clerk of the Board Date 5/24/2025
 Print Name Joe Duesenberry Phone # (206) 429-3852 Email mypeggysue@me.com

Des Moines Pool Metropolitan Park District

AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 7a **Assigned to:** District GM **Meeting Date:** 06/24/2025

Under: Old Business **Attachment:** Yes

Subject: SAO Audit Work Plan

Background/Summary:

The State Auditor's Office (SAO) concluded on June 6, 2025 for the years 2019-2023 (5-years). The audit was an accountability audit. SAO representatives will present their findings and recommendations. Attached is a workplan to take address items including meetings where items will be introduced and action taken. This list is subject to change, and the August closure was used to prioritize some items over others.

The board of commissioners also requested the district utilize the free cybersecurity audit provided by SAO. This item is being introduced as part of this presentation with the audit occurring in July with an action report being provided at the July 22 board meeting. This is the next item on the agenda.

Fiscal Impact: N/A

Proposed Motion: No motion necessary. District GM will schedule and post the meeting.

Reviewed by Legal Counsel: **Yes** **No** X **Date:**

Two Touch Rule:	<u>N/A</u>	Committee Review
	<u>N/A</u>	First Board Meeting (Informational)
	<u>N/A</u>	Second Board Meeting (Action)

Action Taken: **Adopted** **Rejected** **Postponed**

Follow-up Needed: **Yes** **No** **Reporting Back Date:**

Notes: Attachments:

- SAO Audit Recommendation Work Plan

Des Moines Pool Metropolitan Park District Two-Touch Board Policy Implementation Timeline

June 24, 2025 Regular Board Meeting

This document outlines a proposed monthly schedule for introducing and acting on the audit exit items provided by the Washington State Auditor's Office for the audit period ending 12/31/2023. The plan adheres to the Board's two-touch rule and monthly meeting schedule. *(District Staff may move items to best utilize resources and time.)*

<u>Month/Board Meeting</u>	<u>Action Items</u>
June 24, 2025	Introduce/Action: <ul style="list-style-type: none"> • Present six-month timeline for implementation of changes • Cyber-Security Check-up
July 19, 2025	Introduce: <ul style="list-style-type: none"> • Cash Receipting Policy Deficiencies • OPMA Documentation Issues • Asset Disposal & Tracking
August 26, 2025 <i>Staff to help organize/purge items during closure.</i>	Action: <ul style="list-style-type: none"> • Adopt Cash Receipting Policy Changes • Implement OPMA Procedures • Approve Asset Disposal/Tracking Process* Introduce: <ul style="list-style-type: none"> • Customer Credit Eligibility Policy • Purchase Card Policy Gaps • Data Backup and Recovery Recommendations • Patch Management Recommendations
September 23, 2025	Action: <ul style="list-style-type: none"> • Approve Customer Credit Policy • Update Purchase Card Policy • Implement Data Backup and Recovery Recommendations • Patch Management Recommendations Introduce: <ul style="list-style-type: none"> • Payroll Policy and Control Improvements • Movement from District Offices • User Access Recommendations
October 21, 2025 <i>May move movement to holiday closure depending on staff availability.</i>	Action: <ul style="list-style-type: none"> • Approve Payroll Policy • Implement Overtime Pre-approval & Pay Rate Documentation • Movement from District Offices • User Access Recommendations
December 9, 2025 (Optional)	Contingency Month: <ul style="list-style-type: none"> • Finalize any delayed items • Conduct board/staff training for new staff

Des Moines Pool Metropolitan Park District

AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 7b **Assigned to:** District GM **Meeting Date:** 06/24/2025

Under: Old Business **Attachment:** Yes

Subject: SAO Cybersecurity Audit

Background/Summary:

As part of the 2019-2023 SAO Audit, the board of commissioners also requested the district utilize the free cybersecurity audit provided by SAO. This item is being introduced as part of this presentation with the audit occurring in July with an action report being provided at the July 22 board meeting.

Staff and Dallas Stewart of CMIT will meet with SAO on July 1 and 8. There will be 20 areas the audit will focus on. The report will cover these areas, and staff estimates having to add some policies and procedures that will be added to the SAO audit projects list.

This is the smaller of the two cybersecurity audits. The other audit is more in-depth and there is over a year wait. After this audit is completed, staff will sign up for the more in-depth audit.

Any updates will be reported in the bi-monthly reports from the District GM and as part of future board meeting.

Attached is SAO's #BeCyberSmart website. An appointment was requested in June.

Fiscal Impact: N/A

Proposed Motion: No motion necessary. District GM will schedule and post the meeting.

Reviewed by Legal Counsel: Yes No X **Date:**

Two Touch Rule:	<u>N/A</u>	Committee Review
	<u>N/A</u>	First Board Meeting (Informational)
	<u>N/A</u>	Second Board Meeting (Action)

Action Taken: Adopted Rejected Postponed

Follow-up Needed: Yes No **Reporting Back Date:**

Notes: Attachments:

- #BeCyberSmart website (SAO)



Office of the Washington State Auditor

#BeCyberSmart

Smart governments know cyber health is key. Talk to us today about a checkup!



Local governments are increasingly becoming attractive targets for cyber criminals because of the vast amounts of sensitive data they maintain about employees, infrastructure and their residents. To keep pace with the constantly evolving threats and tactics, it's critical that you understand how to minimize your government's risk of attack.

That's why the Center for Government Innovation created its #BeCyberSmart program, which includes free checkups and resources, to help local governments improve their cyber health. This [flyer includes Center contact information \(PDF\)](#) about our checkup program you can share.

SCHEDULE YOUR CYBER CHECKUP TODAY!

About the Center's checkups

The Center's cyber checkups provide a fast, free and independent assessment of your government's vulnerability to common threats, along with actionable steps you can take to improve your overall cyber health.



The program was recognized with an [Excellence in Accountability Award](#) from the National State Auditors Association (NSAA) in 2024, and has helped more than 75 governments since its inception.

A cyber checkup will help you:

- Understand cybersecurity safeguards and why they're important
- Identify cybersecurity gaps and prioritize improvements
- Begin building a cybersecurity program if you don't have one already
- Connect to free and low-cost resources to improve your cyber health

The Center's cyber checkups are built on the framework developed by the Center for Internet Security (CIS) in its [Critical Security Controls, Version 8.0](#). The CIS Controls — developed by a consortium of private companies, government agencies, and universities — are a list of highly effective defensive actions organizations can take to improve their cybersecurity.

What to expect during a checkup

Our remote cyber checkups are designed to be completed within a short timeframe. A checkup can be completed in less than a month, depending on your government's availability.

Our checkups are a five-step process:

1. **Questionnaire:** You'll receive a questionnaire to fill out and return to the Center.
2. **Planning meeting:** A cybersecurity specialist from the Center will meet with you (and your team) to go over your answers to the questionnaire and gather more information.
3. **System review:** The cybersecurity specialist will conduct a remote review of your IT systems.
4. **Checkup results:** You'll receive a confidential report with the results of the cybersecurity specialist's evaluation along with detailed recommendations to help your government improve.
5. **Final meeting:** The cybersecurity specialist will meet with you and your team to discuss the results in more detail and answer your questions.

After your checkup, we're still here for you. Our cybersecurity specialists are available to answer your technical questions and provide continued assistance with implementing any recommendations. Read about the [experiences of some of our earliest program participants](#) in this *Government Technology* story.

Cyber checkup costs

Our cyber checkups are available at **no cost** to Washington governments.

Confidentiality and disclaimer

The Center's cyber checkups are confidential and subject to [RCW 42.56.420](#) and [RCW 42.56.270](#).

Please note that the Center's cyber checkups are not an alternative to a detailed [cybersecurity audit](#) or your government's regular and ongoing cyber hygiene, maintenance, and monitoring activities.

Cyber resources

We offer a variety of guides and handouts to improve employee awareness of typical cyber schemes, identify training from nationally recognized cybersecurity organizations and understand key cyber considerations based on position responsibilities. You can find more in our [Resource Library](#) and you can [subscribe to SAO's e-newsletter](#) to get cyber news delivered to your inbox.



Ready to get started?

Contact the Center for Government Innovation to learn more about our cyber checkups, resources, and how we can help your local government improve its cyber defenses.

- Phone: **564-999-0818**
- Email: Center@sao.wa.gov

Want to share information about the Center's cyber checkups with others? [Download a flyer.](#)

Des Moines Pool Metropolitan Park District

AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 7c **Assigned to:** District G.M.

Meeting Date: June 24, 2025

Under: Old Business

Attachment: Yes

Subject: 50th Anniversary Celebration Updates

Background/Summary:

The Mount Rainier Pool will be turning 50 years old on (Monday) September 15, 2025. The purpose of this AIS is to discuss planning for an event.

Firstly, the board of commissioners requested the District GM poll the board for availability. The polling determined the event to be Sunday, September 21. The exact time of the event is yet to be determined.

Secondly, the District GM put together DRAFT information on a plaque to help determine, the content and type of plaque for the event. If the plaque is installed, it may require approval by the Highline School District.

Thirdly, the District GM also put together a sample outline for the event. He suggests having special hours for the pool to ensure the facility is clean and adequate staff is available for the event. Also, included in this handout are the suggested taglines for the 50th Anniversary Logo.

Finally, the District GM will meet with the public outreach committee, staff and volunteers to work on more exact information to present at the July 22 board meeting.

This is a project that has many elements to it, updates will be made at the next board meeting.

Fiscal Impact: N/A

Proposed Motion:

No motion. Informational only.

Reviewed by District Legal Counsel: **Yes** _____ **No** **X** **Date:** **N/A**

Three Touch Rule:

	Committee Review
<u>Continuous</u>	First Board Meeting (Informational)
<u>N/A</u>	Second Board Meeting (Action)

Action Taken: **Adopted** **Rejected** **Postponed**

Follow-up Needed: **Yes** _____ **No** **x** **Report back date:** _____

Notes:

- Board Polling for Scheduling Event
- Preliminary Event Presentation
- Plaque Information and Sample DRAFT format
- Event Timeline
- 1975 Event Timeline & Outreach (DES Arch

BOARD RESPONSES TO POLLING FOR DATE

	Campbell	Dusenbury	Stender	Thorell	Young	Knox	Food Truck	Teams	Seahawks/Huskies
Saturday, September 20		x	x (P)	x		No			4-8pm APPLE CUP
Sunday, September 21 (Selected)		x	x(P)	x	x (P)	No	x		1-4pm
Saturday, September 27		x	x(P)	N/A		x			
Sunday, September 28		x	x	N/A	x	x (P)	x	No SMAC	
OTHER: Please suggest other days and times you suggest.									

(P) Preference



50th Anniversary Planning

June 24, 2025, 7pm



Date of Event

- **Sunday, September 21, Noon-3pm (time subject to change)**
 - Same time as Seahawks game/Apple Cup Weekend
 - Received 4 of 5 responses
 - Aquatics Manager will be out of town (aquatics coordinator will be lead that day)
 - See attached DRAFT timeline for event
- Keep facility closed the day of the event
 - Fall staff is low, so it will be important to focus all on event
 - Clean-up and prepare beforehand

50th Anniversary Tagline for Logo

PREVIOUSLY PRESENTED

- Celebrating 50 years of history and planning for the next 50 years.
- Half a century of swim: time to dream again.

NEW

- From First Splash to Next Wave: 50 Years and Beyond.
- 50 Years of Laps, Lessons, and Lifeguards – Swimming Toward the Future.
- 50 Years Deep – Charting the Course for the Next Generation.
- Honoring 50 Years of Safe Swims – Diving Into the Next 50.

Tagline will be included below 50th Anniversary Logo in all promotions.





Facility (Special)

- Beauty bark outdoor seated area and entry area (open up outside area)
 - Install during August closure
- Food truck parked next to building where pavers (if possible)
- Overflow parking at MRHS/Street
- Design/Purchase 50th Anniversary Plaque
 - See attached list
- Other?

<SAMPLE> Event Timeline, Noon-3pm

- Noon-12:30pm Dedication (*Why? Before Seahawks Game*)
 - See attached timeline
- 12:45-1:45pm Swim #1 (Free)
- 2-3pm Swim #2 (Free)

12:00 p.m.	Welcome & Opening	President Young	2 min – thanks and program outline.
12:03 p.m.	Recognition of Past Boards & Staff	Commissioner Dusenbury	Stand-and-wave format.
12:06 p.m.	Board President Address	Clerk Dusenbury	4 min keynote.
12:10 p.m.	Reading of Proclamation	President Young	Proclamation for Next 50 Years
12:13 p.m.	Plaque Unveiling	Commissioner Campbell	Curtain pull & photo.
12:17 p.m.	Highline School District Remarks	HSD Superintendent	3 min – student impact.
12:20 p.m.	King County Representative	KC Councilmember	3 min – Forward Thrust legacy.
12:23 p.m.	Legacy Foundation Check Presentation	Foundation President + Commissioner Thorell	2 min – oversize check photo.
12:25 p.m.	Next 50 Years Call-to-Action	Commissioner Stender	Invite sign-ups at future-needs station.
12:27 p.m.	Group Photo & Ribbon-Cut	All speakers + Youth Guard	3 min – ribbon lineup.



Other (Time-Sensitive):

- Work with Public Outreach on timeline (and start immediately)
- Invite Dignitaries and Stakeholders
- Start immediately with stories and pictures
 - Already reached out to King County Archives
- Get HSD approval for plaque
- Food truck
 - Look into City of Des Moines rules
 - Reserve truck/see stipulations
- Giveaway
 - Order ducks and other giveaway items
 - Reserve cake/Food handling (if needed)
- 50th Mural on Side of Building (suggested by Commissioner Stender)
- Update future of aquatics proclamation to discuss future of swimming in Des Moines
- Other?

Mount Rainier Pool 50-Year Celebration

This timeline is based on best practices from other Forward Thrust pool anniversaries, keeping formal remarks to roughly 30 minutes so families can enjoy the Throwback Swim sessions that follow.

Time	Segment	Lead Presenter	Notes
11:00 a.m.	Final set-up & AV check	Staff / Volunteers	Complete tech run-through ≥ 60 min before doors open.
11:45 a.m.	VIP arrival & lobby display	Event Greeters	Hand out ducks, direct dignitaries to reserved seating.
12:00 p.m.	Welcome & Opening	President Young	2 min – thanks and program outline.
12:03 p.m.	Recognition of Past Boards & Staff	Commissioner Dusenbury	Stand-and-wave format.
12:06 p.m.	Board President Address	Clerk Dusenbury	4 min keynote.
12:10 p.m.	Reading of Proclamation	President Young	Proclamation for Next 50 Years
12:13 p.m.	Plaque Unveiling	Commissioner Campbell	Curtain pull & photo.
12:17 p.m.	Highline School District Remarks	HSD Superintendent	3 min – student impact.
12:20 p.m.	King County Representative	KC Councilmember	3 min – Forward Thrust legacy.
12:23 p.m.	Legacy Foundation Check Presentation	Foundation President + Commissioner Thorell	2 min – oversize check photo.
12:25 p.m.	Next 50 Years Call-to-Action	Commissioner Stender	Invite sign-ups at future-needs station.
12:27 p.m.	Group Photo & Ribbon-Cut	All speakers + Youth Guard	3 min – ribbon lineup.
12:30 p.m.	Check-In for Throwback Swim #1 Begins	Deck Supervisor	'70s playlist; 1.5-hour waves.
12:45–3:00 p.m.	Rotating swims & activities	Volunteers	Hourly swims, lobby games, food trucks.
3:00 p.m.	Event close / breakdown	Staff	Debrief & secure plaque.



Core Elements for a 50th Anniversary Plaque



1. Plaque Title

- **“Mount Rainier Pool – 50th Anniversary”**
- Include the years: **1975 – 2025**
- Optional tagline: *“Celebrating 50 Years of Community, Wellness & Water”*



2. Dedication Text

Dedicated in celebration of the Mount Rainier Pool’s 50 years of service to the Des Moines and surrounding communities.

Since opening in 1975 as part of the Forward Thrust initiative, this facility has provided generations with access to swim lessons, water safety, fitness, and community connection.

This milestone honors the vision of those who built the pool, the dedication of those who have operated it, and the continued commitment to a safe and inclusive place to learn, grow, and thrive.



3. Names to Feature (Based on Common Practice)

You can include names on the plaque or on an accompanying panel or digital display:

- **Current Board of Commissioners** (with positions):
 - President, Vice President, Commissioners
 - **Executive Leadership at the Time of Anniversary**
 - General Manager, Aquatics Director, etc.
 - **Founding or Past Contributors (if known):**
 - Notable names from 1975 opening or early advocates
 - Add
 - **Community Partners or Sponsors**
 - City of Des Moines, Normandy Park, King County Parks (especially if grant-funded)
 - **Construction Partners (if doing a facility update)**
-



4. Optional Additions

- **Historic photo etching:** of the original pool or ribbon cutting
 - **Map or timeline:** showing growth from 1975 to 2025
 - **QR code** linking to a web page with the pool's history, photos, and a message from the board
-



Plaque Specs (Recommended)

- **Material:** Bronze or brushed aluminum with engraved black lettering
 - **Size:** 18"x24" or larger depending on detail
 - **Mounting:** Wall-mounted in lobby or framed next to timeline/historical display
-



Example Closing Line

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



Trusted Vendors for Bronze or Aluminum Dedication Plaques



1. Gemini Sign Products (via local dealers)

- Industry standard for **cast bronze and aluminum plaques**
- Offers **ADA, photo-relief, etched, and color-infill** options
- Work through a sign company (like FASTSIGNS or local fabricator)



www.geminisignproducts.com

2. Erie Landmark Company

- Specialized in historical and commemorative bronze plaques
- Custom shapes, images, and mounting hardware available

 www.erialandmark.com

3. Franklin Bronze Plaques

- Offers a full range of **dedication, donor, and memorial plaques**
- Good reputation for service to **municipal and civic facilities**

 www.franklinbronzeplaques.com

Local Vendors / Installers (WA)

- **Signarama Kent, FASTSIGNS Tukwila, or Pacific Studio (Seattle)**
 - These firms often **install and help with permitting** if needed



Recommended Sizes

Plaque Type	Ideal Size	Notes
Wall Dedication Plaque	18" x 24"	Standard for indoor or lobby wall, holds ~150–250 words + names
Outdoor Recognition	24" x 36"	Large enough for high visibility in entryways, includes graphics

Plaque Type	Ideal Size	Notes
Compact Option	12" x 18"	Works if only showing a brief dedication and few names

Tip: Go larger if you include a **timeline, logo, or etching** of a historic image.

Material Recommendations

- **Cast Bronze** – Longest-lasting, dignified finish, ideal for indoor or sheltered outdoor use
- **Brushed Aluminum** – Clean, modern, less expensive but still durable
- **Etched Plaque with Photo Relief** – Great for showing old photos of the pool or community

Ballpark pricing for a 24 " × 26 " dedication plaque

Material / Style	Typical Base Price*	Notes
Cast bronze (standard relief lettering)	\$1,800 – \$3,000	Most traditional, heavy-duty, weather-resistant. Price rises with deeper relief or color infill.
Cast aluminum	\$900 – \$1,500	Lighter weight, silvery finish. Good indoors or under cover.
Etched bronze or stainless (photo relief option)	\$1,600 – \$2,400	Allows detailed images (e.g., vintage pool photo). Slightly thinner metal.
Bronze with full-color enamel or ceramic insert	\$2,200 – \$3,500	Adds color logo or photo; cost depends on artwork prep.

*Prices cover the plaque blank, casting/etching, standard line-for-line text, and a clear protective finish.

Additional cost considerations

Item	Range	Details
Artwork & layout setup	\$150 – \$300	Often waived if you supply print-ready vector art.

Item	Range	Details
Photo relief machining	+\$250 – \$400	If you include a historic image.
Mounting hardware / standoffs	\$40 – \$80	Stainless or brass, included by many vendors.
Freight & crating	\$80 – \$150	Depends on weight and distance.
Installation (local sign company or facilities crew)	\$200 – \$500	Wall prep, drilling, and sealant.

How to keep costs predictable

1. **Finalize wording and font choices** before requesting quotes—extra revisions add art fees.
2. **Provide high-resolution logos (vector/PDF)** to avoid redraw charges.
3. If outdoors in direct weather, **choose cast bronze or bronze on granite backing** for longest life.
4. Ask vendors for a “**proof/mock-up included**” clause so you see the layout before production.

Most public projects budget **\$2,500 ± 15 %** for a plaque of this size in cast bronze, fully installed. Requesting two or three quotes (e.g., Franklin Bronze, Erie Landmark, and a local FASTSIGNS franchise) will confirm the final figure.

Mount Rainier Pool

50th Anniversary Commemoration

1975 – 2025

Dedicated in celebration of the Mount Rainier Pool’s 50 years of service to the Des Moines 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 education, aquatic fitness, and a welcoming space for community connection. This milestone honors the vision of those who built the pool, the dedication of those who have operated it, and the enduring 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 Moines Pool Metropolitan Park District Board of Commissioners (2025)

- Shane Young, President
- Joe Dusenbury, Clerk of the Board
- Holly Campbell, Commissioner
- Shane Stender, Commissioner
- Patrice Thorell, Commissioner

Scott Deschenes, District General Manager

Quentin Knox, Aquatics Manager

Emmitt Sevores, Aquatics Coordinator

Community Partners (1975-2025)

- Highline School District
- City of Des Moines
- City of Normandy Park
- King County Parks
- City of SeaTac
- City of Burien
- Des Moines Legacy Foundation
- Seattle Metropolitan Aquatics Club
- Aquatics Management Group
- King Aquatics

Current Plaque Logos

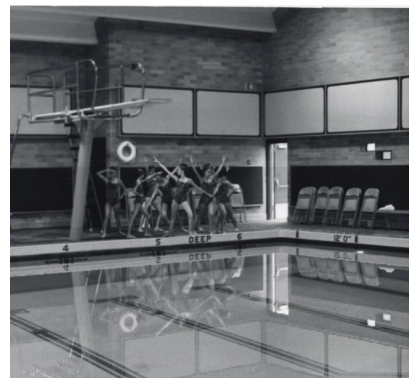
- Des Moines Pool Metropolitan Park District
- Mount Rainier Pool
- King County Parks
- Forward Thrust

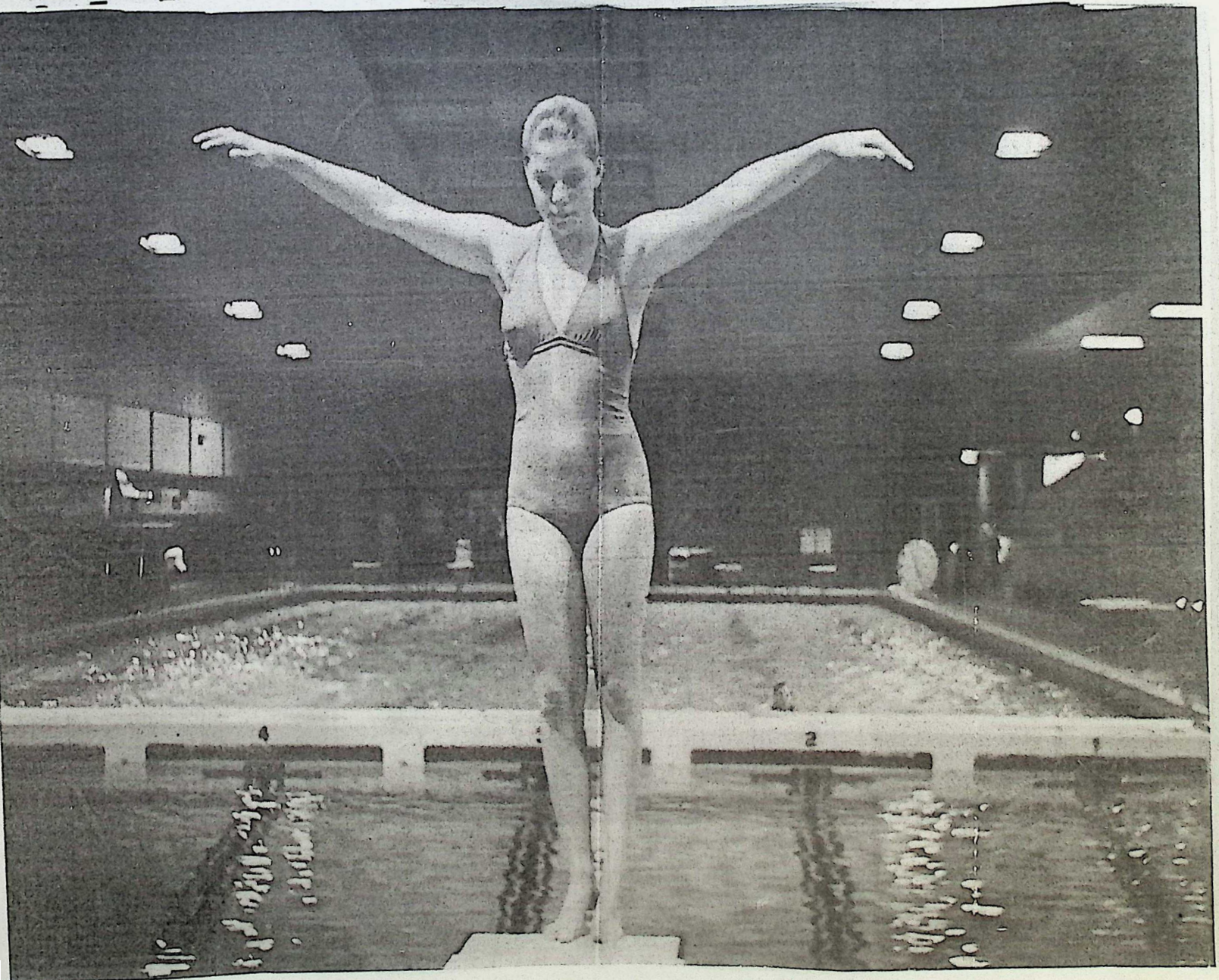
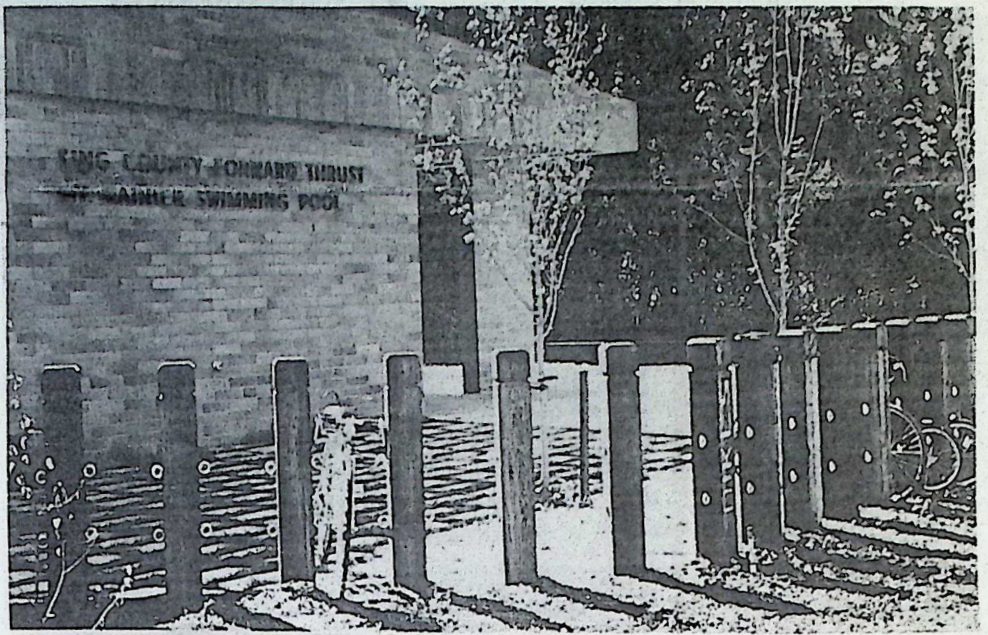
QR Code

QR Code on bottom right of plaque that pushes people to historic information about pool (and a link on that page to the next 50 years).

Dedication at the Bottom of the Plaque

In grateful tribute to James “Jim” Ellis (1921 – 2019), visionary civic leader and architect of the Forward Thrust initiative, whose dedication to public service made this pool—and so much more—possible.





Taking the plunge

ONE OF THE first people to take the plunge into the new Forward Thrust Swimming Pool in Des Moines was Laura Zanowicz, a sophomore member of the Mt. Rainier High School diving team. The \$825,000 pool opened last Monday adjacent to Mt. Rainier High School. Already this week, the pool has been used for both practice and a meet for the high school swim team. The exterior of the building (left) has been completely landscaped and parking for both cars and bicycles have been provided. The pool will be operated by the King County Parks system.

(NEWS photos by Bill Ostlund)

KING COUNTY DEPARTMENT OF COMMUNITY AND ENVIRONMENTAL DEVELOPMENT
PARKS DIVISION
ATTN: BOB ZICKES
W-226 KING COUNTY COURTHOUSE
SEATTLE WASHINGTON 98104
PHONE: 344-4232

FACT SHEET

MT. RAINIER (FORWARD THRUST) POOL

GENERAL INFORMATION

Location: 22722 19th Ave. S. Des Moines, Wa. Phone: 824-1728
Official Opening Date: Monday, September 15, 1975 3 P.M.
Overall Construction Cost: \$825,000 (This figure includes design, construction, County purchased equipment, and administration).
Funding Source: Forward Thrust
Designed by: Harry Rich & Associates
Constructed by: Calhoun Construction Co.
Administration: King County Architecture Division, Doug Nielsen, Project Manager
Operation and Maintenance: The pool is owned and operated by the King County Parks Division. The Mt. Rainier Pool has a pool manager and a staff of lifeguards, swim instructors, cashiers and pool attendants. Pool personnel are certified according to American Red Cross standards. A pool operator takes care of the maintenance of the pool.
1% for Art Artists: Phillip Levine and Marianne Cassar

THE POOL

General Description of the Building: Constructed of giant brick; precast double tee roof structure; concrete pool with tile and plaster liner; exposed aggregate deck and floor areas.
General Features: Pool with diving area; a moveable fiberglass bulkhead; locker and shower rooms; a manager's office with staff and first aid rooms; central operations, filter and boiler room; spectators area; patio and parking area.
Natatorium and Other Related Facilities: The Mt. Rainier Pool specifications conform to AAU and NCAA standards. The pool is 112 feet long, 43 feet wide and ranges in depth from three feet to 12 feet. Six racing lanes are provided; the diving area is separated from the shallow area by a moveable bulkhead. There are two diving towers, one three-meter and one one-meter. Starting platforms, guard chairs, racing lane floats as well as handicapped facilities are provided. The pool capacity is 200 swimmers with provisions for 200 spectators adjacent to the deck area. Shower areas are tiled. Stainless steel self-service, coin-operated lockers as well as hair dryers are featured. The pool is equipped with a public address system with underwater speakers. Lighting in the natatorium is accomplished with aimed fixtures reachable from deck areas. Underwater lights and emergency lighting systems are included. The water volume of the pool is 230,000 gallons. Filtration is accomplished by a vacuum-type diatomaceous earth system. Gas chlorinator, soda ash, and automatic diatomaceous earth feeders are provided.

PROGRAMS AND ACTIVITIES AND FEES

See attached schedule or call Pool Manager Joan ~~Broneil~~ ^{Broneil} at 824-1728.

MT. RAINIER POOL
OPENING CEREMONIES

MEETING TO SET UP PROGRAM
August 20, 1975 1:30 P.M.

ATTENDING:

DR. SEALEY
JACK MACKENROTH
DON HEDWALL
STAN MCNUTT
DARLENE HIMMELSPACH
DOUG NIELSEN
BRUCE PRESCOTT
BOB ZICKES

DATE OF OPENING CEREMONIES 5:00
MONDAY, SEPTEMBER 15, 1975 P.M.

MASTER OF CEREMONIES
STAN MCNUTT, CITY MANAGER CITY OF DES MOINES

<u>DUTIES</u>	<u>PERSON RESPONSIBLE</u>
1. Clergy for Invocation	Bob Z. DON
2. Invitations --Get list of Local Community Groups and Individuals from Stan McNutt	Bob Z. Stan (MARK VAN GASKEN)
3. Band (30 Pieces)	Don (TOM GORDON)
4. Swimmers and Divers	Bruce, Pool Manager, and Bob Z. LAIRD
5. Programs Fact Sheets Swim Schedule and Fee Schedule	Bob Z. Working with Bruce
6. P.A., Chairs, Podium, Flags, and Other Logistics	Bob Z. Working with Park Operations and the Pool Manager AND DON
7. Ribbons, Flowers and Other Decorations	Bob Z. Working with the Pool Manager
8. Ribbon Cutting and/or Other Symbolic Event for Official Opening of the Pool (Miss Des Moines) (County, City, and School Officials)	Bob Z., Stan, and School District Officials and County Officials
9. Free Swim	Bruce and Pool Manager
10. Final Program Development	Bob Z. Working with Stan
11. Publicity (News Release and Photos and Captions, Media Contact, and Photos for the Day)	Bob Z.
12. Work with local groups and Promotion → FOLLOW UP (CLEAN UP, THANK YOU LETTERS + PHOTOS)	+ Bob Z. Bruce, School District Officials, Stan, and the Pool Manager

Contacts

- ✓ Dr. Robert D. Sealey 433-2217
Superintendent, Highline School District
- ✓ Jack Mackenroth 433-2418
Director of Athletics, Highline School District
Larry O'Neal
Laird Chambers
- ✓ Donald Hedwall **DAND TOM GORDON** 433-2441
Principal, Mt. Rainier High School
Harold Thomas Principal, Pacific Junior High School
Keith Criss Principal, Midway Elementary School
- ✓ Stan McNutt TR 8-4595
City Manager, City of Des Moines
- ✓ Darlene Himmelspach 3955
Des Moines News
- ✓ Councilman Paul Barden
All Councilpersons
- ✓ County Executive John Spellman
- ✓ Tom Ryan
Jerry Schlatter
- ✓ Jim Webster
Pat Karrasch
Linda Vink
- ✓ Doug Nielsen
- ✓ Bruce Prescott
Pool Manager Joan Bromell
- ✓ Bob Zickes

COMMUNITY GROUPS AND INDIVIDUALS (SEE STAN MCNUTT FOR LIST)
Miss Des Moines

Architect Harry Rich and Associates
Harry B. Rich 231 Summit Ave. E. Seattle, Wa. 98102

Contractor Calhoun Construction Co.
Willis Calhoun 718 S. Central Ave. Kent, Wa.

Bob Brown
Des Moines Chamber of Commerce President

Del Parsons Mayor of Des Moines
Richard Untermann Chairman King County Parks and Recreation Committee

MT. RAINIER POOL
OPENING CEREMONIES

September 15, 1975
2:45 P.M.

✓ August 4

Initial Meeting with Bruce and Jim

✓ August 11-15

Preliminary Groundwork

- ✓ --Contact School District, City Officials, Paper, County Officials,
and Others
- ✓ --Set Date
- ✓ --Confirm M.C.

✓ August 20 1:30 P.M. at the Pool

Meeting to Set up the Program with School District, City Officials,
Paper, Bruce, Doug, and Me

August 25 through September 12

✓ Program Work

Publicity Work

Bruce Will Work with Local Groups

✓ September 15 ³ P.M.

Opening Ceremonies

✓ SEPTEMBER 16

FOLLOW UP

Bruce Will Work with Local Groups

Bob Z. Will Work on Opening Ceremonies

Printed Materials Needed

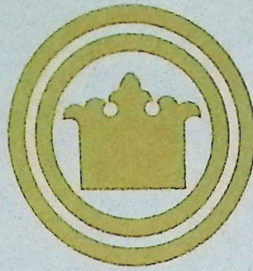
FACT SHEET

PROGRAM

SWIM SCHEDULE AND FEE SCHEDULE

INVITATIONS

PUBLICITY NEWS RELEASE AND PHOTOS AND CAPTIONS



King County

State of Washington

John D. Spellman, *County Executive*

Department of Community and Environmental Development

Thomas M. Ryan, *Director*

PARKS DIVISION, George D. Wyse, *Director*

W226 King County Court House

Seattle, Washington 98104

(206) 344-4232

September 3, 1975

The King County Parks Division cordially invites you to attend the Opening Ceremonies for the Mt. Rainier Pool located at 22722 19th Ave. S., Des Moines (next to Mt. Rainier High School) on Monday, September 15, 1975, at 3 P.M. City of Des Moines, Highline School District, and County officials will help dedicate the pool. A swimming and diving demonstration will also be part of the program. Following the ceremonies there will be a free public swim.

The \$825,000 Mt. Rainier Pool is the 14th King County Forward Thrust Swimming Pool.

We hope that you will be able to join us for the festivities.

Sincerely,

COMMUNITY DEVELOPMENT, PARKS DIVISION

A handwritten signature in dark ink, appearing to read "James E. Webster".

James E. Webster
Acting Director

Enclosures

KParks

M E M O R A N D U M

date: September 4, 1975

to: Chris Keuss

from: Bob Zickes

subject: Mt. Rainier Pool Opening Ceremonies

Chris,

I'd like to request the following support for the Opening Ceremonies for the Mt. Rainier Pool which will be held on Monday, September 15, at 3 P.M.:

- that the pool be open and ready for the Opening Ceremonies
- 12 folding chairs
- an American flag & a Washington flag and holders for each

We plan to use the P.A. in the pool. The School (Mt. Rainier) will be bringing a podium and chairs for the band.

Please give me a call if you have any questions.

Thanks.

Bob Z.

KING COUNTY
DEPARTMENT OF COMMUNITY DEVELOPMENT
PARKS DIVISION
W 226 County Courthouse
Seattle, Wa. 98104
344-4232

KING COUNTY TO OPEN 14th FORWARD THRUST SWIMMING POOL

PLEASE SEE ATTACHED FACT SHEET FOR MORE DETAILED INFORMATION ON THE POOL.

Mt. Rainier Pool, the 14th King County Forward Thrust Swimming Pool, will be officially opened in ceremonies at the pool located at 22722 19th Ave. S. (next to Mt. Rainier High School) in Des Moines on Monday, September 15, at 3 P.M. The public is invited to attend.

The \$825,000 pool will be dedicated by City of Des Moines, Highline School District, and County officials. A swimming and diving demonstration will be part of the program. Following the ceremonies there will be a free public swim.

The pool is owned and will be operated by the King County Parks Division.

PHOTO AND CAPTION #66A

FOR IMMEDIATE RELEASE
September 3, 1975

KING COUNTY
DEPARTMENT OF COMMUNITY DEVELOPMENT
PARKS DIVISION
W 226 County Courthouse
Seattle, Wa. 98104
344-4232

PHOTO BY BOB ZICKES

NEW POOL--The \$825,000 Mt. Rainier Pool located at 22722 19th Ave. S. (next to Mt. Rainier High School) in Des Moines will be officially opened on Monday, September 15, at 3 P.M. City of Des Moines, Highline School District, and County officials will participate in the dedication. A swimming and diving demonstration is planned as part of the festivities. Following the ceremonies there will be a free public swim. The Mt. Rainier Pool is the 14th King County Forward Thrust Swimming Pool.

PHOTO AND CAPTION #66B

FOR IMMEDIATE RELEASE
September 3, 1975

KING COUNTY
DEPARTMENT OF COMMUNITY DEVELOPMENT
PARKS DIVISION
W 226 County Courthouse
Seattle, Wa. 98104
344-4232

PHOTO BY BOB ZICKES

OPPORTUNITIES FOR SWIMMING--A variety of swimming programs and activities will be offered at the new Mt. Rainier Pool located at 22722 19th Ave. S. (next to Mt. Rainier High School) in Des Moines. The \$825,000 facility will be officially opened on Monday, September 15, at 3 P.M. A swimming and diving demonstration will be part of the festivities. Following the ceremonies there will be a free public swim. Adult swims, public swims, lessons, and many other programs and activities will be offered at the pool. For more information contact the Pool Manager Joan Bromell at 824-1728 after September 15.

DISTRIBUTION SHEET FOR RELEASE #66 AND FACT SHEET

KING COUNTY PRINT MEDIA

5

WITH PHOTOS TO:

NEIL MODIE P.I.

LOU CORSALETTI TIMES

DARLENE HIMMELSPACH DES MOINES NEWS, FEDERAL WAY
NEWS, AND THE HIGHLINE TIMES

(ALSO SENT A COMPLETE SWIM SCHEDULE AND FEE SCHEDULE)

WRPS BULLETIN

KING COUNTY ELECTRONIC MEDIA

18

TOTAL

30

Des Moines Pool Metropolitan Park District

AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 7d **Assigned to:** District G.M.

Meeting Date: June 24, 2025

Under: Old Business

Attachment: No

Subject: Insurance Changeover Update

Background/Summary:

The Des Moines Pool Metropolitan Park District (pool district) is leaving WCIA insurance effective August 1, 2025. Board of commissioners will be reviewing three insurance providers: AWC-RMSA, CIAW and Enduris.

The District General Manager is suggesting having a special meeting in early July. Even with a meeting in early July, the pool district should be able to switch insurance companies.

Why? The District GM needs to complete checks on all three companies and one of the companies needs to have a board meeting before officially submitting their application.

Fiscal Impact: Decision due to escalating costs with not much supporting documentation or reasoning for increases with current insurance provider.

Proposed Motion:

No motion at this time. Informational only.

Reviewed by District Legal Counsel: **Yes** _____ **No** **X** **Date:** **N/A**

Three Touch Rule:

_____	Committee Review
<u>Continuous</u>	First Board Meeting (Informational)
<u>To Be Determined</u>	Second Board Meeting (Action)

Action Taken: **Adopted** **Rejected** **Postponed**

Follow-up Needed: **Yes** _____ **No** **x** **Report back date:** _____

Notes: Attachment:

- Insurance Company Reference Sheet

Did not include attachments from last meeting.

Insurance Provider Reference Form

Thank you for taking the time to provide feedback regarding your experience with the insurance agency listed below. Your responses will help the Des Moines Pool Metropolitan Park District make an informed decision.

Agency Name:	
Your Organization:	
Your Name and Title:	
Phone Number / Email:	
How long have you worked with this agency?	
What services do they provide for your organization?	
Please rate the following:	Circle response.
- Customer Service	1 Poor - 2 Below Average - 3 Average - 4 Good - 5 Excellent
- Claims Support	1 Poor - 2 Below Average - 3 Average - 4 Good - 5 Excellent
- Understanding of Public Sector Needs	1 Poor - 2 Below Average - 3 Average - 4 Good - 5 Excellent
- Value for Cost	1 Poor - 2 Below Average - 3 Average - 4 Good - 5 Excellent
Do you have any recommendations on how to best work with this agency?	
Do you have any additional comments?	

Staff Section:

Completed By:	
Date and Time:	
Comments:	

Des Moines Pool Metropolitan Park District

AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 7e Assigned to: District G.M.

Meeting Date: June 24, 2025

Under: Old Business

Attachment: Yes

Subject: Stakeholder Homework

Background/Summary:

At the May 20 special meeting, the board had strategic planning towards the future. It was mentioned that the District General Manager should put together a list of stakeholders that board Commissioner Stender recommended.

This document was **mailed out on Wednesday, May 28 for editing** with a deadline of **Monday, June 16 at noon**. I originally promised to have the **Public Outreach Committee review the results**, but results were late. Attached are responses with four of five board members.

The results will be used to help the board and staff plan out public outreach in the future, and with the following items below.

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: **Yes** _____ **No** **X** **Date:** **N/A**

Three Touch Rule:

_____	Committee Review
<u>5/20/2025.</u>	First Board Meeting (Informational)
<u>6/24/2025</u>	Second Board Meeting (Action)

Action Taken: **Adopted** **Rejected** **Postponed**

Follow-up Needed: **Yes** _____ **No** **x** **Report back date:** _____

Notes:

- Stakeholder Homework Results
- Individual Board Responses (with comments)

STAKEHOLDER HOMEWORK

JUNE 24, 2025

Below is the stakeholder homework completed by board members. Also attached are their individual responses including comments and justification. The board will also be able to vote to prioritize items added to the list. The end of the form has a prioritized list of stakeholders. This list can change depending on future direction from the board.

Scoring: A(high)=4, B(medium)=3, C(low)=2, X(none)=0. Points totaled at end. Forms attached to include Commissioners comments.

Stakeholder/ Group Name	Affiliation (e.g., civic group, user group, agency)	Campbell	Dusenbury	Stender	Thorell	Young	SCORE*
LOCAL GOVERNMENT AGENCIES							
City of Des Moines	Local Government	A	A	A	A	Not completed.	16
City of Normandy Park	Local Government	A	B	A	A	Not completed.	15
City of SeaTac	Local Government	B	X	B	A/B	Not completed.	9.5
City of Kent (West Hill)	Local Government	B	C	C	B	Not completed.	10
Federal Way Public Schools	School District	A	X	B	A/B	Not completed.	9.5
King County	Local Government	A	A	B	A	Not completed.	15
Port of Seattle	Government Agency	C	C	A	A	Not completed.	12
Highline College	Higher Education	B	A?	B	A	Not completed.	11
Highline Public Schools	School District	A	C	C	A	Not completed.	12
LOCAL REPRESENTATIVES							
Senator Tina Orwall	33 rd Leg Dist	B	A	A	A	Not completed.	15
Rep Edwin Obras	Legislative, Position 1	B	A	A	A	Not completed.	15
Rep Mia Gregerson	Legislative, Position 2	B	A	A	A	Not completed.	15
De'Sean Quinn	King County Council, Dist 5	B	A+	A	A	Not completed.	15

LOCAL CHURCHES							
North Hill Christian Church	Church	C	C	C	C	Not completed.	8
Des Moines Gospel Chapel	Church	C	C	C	C	Not completed.	8
Grace Lutheran Church	Church	C	C	C	C	Not completed.	8
Des Moines United Methodist Church	Church	C	C	C	C	Not completed.	8
Hope Church	Church	C	C	C	C	Not completed.	8
Gospel Russian Baptist Church	Church	C	C	C	C	Not completed.	8
Mountain Church	Church	C	C	C	C	Not completed.	8
Holy Trinity Lutheran Church	Church	C	C	C	C	Not completed.	8
Midway Covenant	Church	C	C	C	C	Not completed.	8
Samoan Christian Church	Church	C	C	C	C	Not completed.	8
World Covenant Church	Church	C	C	C	C	Not completed.	8
Saltwater Unitarian Church	Church	C	C	C	C	Not completed.	8
St. Philomena Catholic Church	Church	C	C	C	C	Not completed.	8
LOCAL SERVICE ORGANIZATIONS AND NON-PROFITS							
Des Moines Legacy Foundation	Nonprofit/ Foundation	A	A	A	B+	Not completed.	15
Destination Des Moines	Civic Organization	A	B	B	B	Not completed.	13
Rotary Club of Des Moines & Normandy Park	Service Club	B	B	B	B	Not completed.	12
Exchange Club of Highline	Service Club	B	B	B	C	Not completed.	11

Des Moines Lions Club	Service Club	B	B	B	C	Not completed.	11
Des Moines Area Food Bank	Nonprofit/Social Services	C	B	C	C	Not completed.	10
Des Moines Waterland Walking Group	Social/Wellness Group	C	B	C	C	Not completed.	10
Des Moines Mamas Group	Social Group	C	B	C	C	Not completed.	9
Des Moines Community Group	Community Network	C	B	C	B	Not completed.	10
LOCAL POOLS (PUBLIC AND PRIVATE)							
Evergreen Aquatic Center	Aquatic Facility	B	C	B	A	Not completed.	12
Tukwila Pool	Aquatic Facility	B	C	B	A	Not completed.	12
Weyerhaeuser King County Aquatic Center	Aquatic Facility	B	C	B	A	Not completed.	12
Normandy Park Swim Club	Private Swim Club	B	C	A	A	Not completed.	13
Olympic View Swim and Tennis Club	Private Club	B	C	A	A	Not completed.	13
LOCAL SWIM AND DIVE TEAMS							
Seattle Metropolitan Aquatic Club (SMAC)	Swim Team	A	A	A	B	Not completed.	15
KING Aquatic Club	Swim Team	B	A	C	B	Not completed.	14
Rain City Polo (mentioned by Stender on 5/20)	Youth Sports/Swim Group	B	A	A	B	Not completed.	14
Alpha Dive	Dive Team	A	A	A	B	Not completed.	15
Master Swim Group		B	A	N/A	B	Not completed.	13 or 14 (Est)
LOCAL PARENT-TEACHER GROUPS							
Des Moines Elementary PTSA	PTSA	B	A	B	B	Not completed.	13

Parkside Elementary PTA	PTA	B	A	B	B	Not completed.	13
Woodmont K-8 PTA	PTA	B	A	B	B	Not completed.	13
Marvista Elementary PTSA	PTSA	B	A	B	B	Not completed.	13
Madrona Elementary PTA	PTA	B	A	B	B	Not completed.	13
Bow Lake Elementary PTA	PTA	B	A	B	B	Not completed.	13
McMicken Heights Elementary PTA	PTA	B	A	B	B	Not completed.	13
East Hill Elementary PTA	PTA	B	A	B	B	Not completed.	13
Kent-Meridian High School PTSA	PTSA	B	A	B	B	Not completed.	13
Kent Area PTSA Council 9.7	Council PTSA	B	A	B	B	Not completed.	13
St Philomena PTA	PTSA	B	A	B	B	Not completed.	13
Valley View PTA	PTSA	B	A	B	B	Not completed.	13

LOCAL ORGANIZATIONS (MISC)

Kent Community Foundation	Nonprofit/Foundation	C	B	Not completed.	C	Not completed.	7
MRHS Alumni Group	Alumni/Community Network	C	B	A*	A/B	Not completed.	12.5*(<i>Est from conversation</i>)

LOCAL SENIOR ORGANIZATIONS

Judson Park	Senior Center in Des Moines	B	A	B	B	Not completed.	13
Wesley	Senior Center in Des Moines	B	A	A	B	Not completed.	14
Solstice Senior Living	Senior Center in Normandy Park	B	A	B	B	Not completed.	13
Normandy Park Senior Living	Senior Center in Normandy Park	B	A	B	B	Not completed.	13

LOCAL APARTMENT COMPLEXES

Waterview Crossing	Local Apt Complex	C	C	Not completed.	C	Not completed.	6
Emerald Court	Local Apt Complex	C	C	Not completed.	C	Not completed.	6
Des Moines Station	Local Apt Complex	C	C	Not completed.	C	Not completed.	6
Bay Club	Local Apt Complex	C	C	Not completed.	C	Not completed.	6
Creekwood	Local Apt Complex	C	C	Not completed.	C	Not completed.	6
MOUNT RAINIER POOL SWIM GROUPS							
Water Exercise	User group at Mt Rainier Pool	A	A	A.	A/B	Not completed.	11.5
Water Walking	User group at Mt Rainier Pool	A	A	A	A/B	Not completed.	11.5
Lap Swimmers	User group at Mt Rainier Pool	A	A	A	A/B	Not completed.	11.5
Swim Lesson Parents	User group at Mt Rainier Pool	A	A	A	A/B	Not completed.	11.5
RENTAL GROUPS (OR POTENTIAL GROUPS)							
Alaska Airlines	Corporate Rental	A	A	Not completed.	A	Not completed.	12
Eight Diving	Scuba Business	A	A	Not completed.	A	Not completed.	12
TL Sea Diving	Scuba Business	A	A	Not completed.	A	Not completed.	12
King County Search and Rescue	King County Sheriff Division	A	A	Not completed.	A	Not completed.	12
South King and Fire	King County Special District	A	A	Not completed.	A	Not completed.	12
Hydroplane Safety	Private Business	A	A	Not completed.	A	Not completed.	12
OTHER (VOTE FOR PRIORITY) – VOTE FOR PLACEMENT ON LIST BELOW							
Rain City Water Polo		A		Stender			
PNS Swimming		A		Stender			
USA Swimming		B		Stender			
HSD High School Swim Teams		A		Stender			

PRIORITIZATION

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.

HIGH PRIORITY		
City of Des Moines	Local Government	16
City of Normandy Park	Local Government	15
King County	Local Government	15
Senator Tina Orwall	33 rd Leg Dist	15
Rep Edwin Obras	Legislative, Position 1	15
Rep Mia Gregerson	Legislative, Position 2	15
De'Sean Quinn	King County Council, Dist 5	15
Des Moines Legacy Foundation	Nonprofit/ Foundation	15
Seattle Metropolitan Aquatic Club (SMAC)	Swim Team	15
Alpha Dive	Dive Team	15
KING Aquatic Club	Swim Team	14
Rain City Polo (<i>mentioned by Stender on 5/20</i>)	Youth Sports/Swim Group	14
Wesley	Senior Center in Des Moines	14
Master Swim Group	Potential Program	13 or 14 (Est)
Destination Des Moines	Civic Organization	13
Normandy Park Swim Club	Private Swim Club	13
Olympic View Swim and Tennis Club	Private Club	13
Des Moines Elementary PTSA	PTSA	13
Parkside Elementary PTA	PTA	13
Woodmont K-8 PTA	PTA	13
Marvista Elementary PTSA	PTSA	13
Madrona Elementary PTA	PTA	13
Bow Lake Elementary PTA	PTA	13
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	PTSA	13
Valley View PTA	PTSA	13
Judson Park	Senior Center in Des Moines	13
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* <i>(Est from conversation)</i>
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
LOWER PRIORITY (STILL PRIORITY BUT FOCUS 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

Thank you for your help prioritizing outreach.

CAMPBELL RESPONSE

STEP 1: Stakeholder Identification.			Step 2: Stakeholder Priority*	Step 3: Potential Partnership Opportunities (What would benefit them?)
Stakeholder/ Group Name	Contact Info	Affiliation (e.g., civic group, user group, agency)		
LOCAL GOVERNMENT AGENCIES				
City of Des Moines	Coming Later	Local Government	A	Serve their residents (maybe new real estate partner)
City of Normandy Park	Coming Later	Local Government	A	Serve their residents
City of SeaTac	Coming Later	Local Government	B	Serve their residents
City of Kent (West Hill)	Coming Later	Local Government	B	Serve their residents
Federal Way Public Schools	Coming Later	School District	A	Serve their students (maybe new real estate partner)
King County	Coming Later	Local Government	A	Serve their residents
Port of Seattle	Coming Later	Government Agency	C	??
Highline College	Coming Later	Higher Education	B	Serve their students
Highline Public Schools	Coming Later	School District	A	Serve their students
STATE/COUNTY REPRESENTATIVES				
Senator Tina Orwall		33 rd Leg Dist	B	Constituent services
Rep Edwin Obras		Legislative, Position 1	B	Constituent services
Rep Mia Gregerson		Legislative, Position 2	B	Constituent services
De'Sean Quinn		King County Council, Dist 5	B	Constituent services
LOCAL CHURCHES				
North Hill Christian Church	Coming Later	Church	C	Swim events?
Des Moines Gospel Chapel	Coming Later	Church	C	Swim events?
Grace Lutheran Church	Coming Later	Church	C	Swim events?

Des Moines United Methodist Church	Coming Later	Church	C	Swim events?
Hope Church	Coming Later	Church	C	Swim events?
Gospel Russian Baptist Church	Coming Later	Church	C	Swim events?
Mountain Church	Coming Later	Church	C	Swim events?
Holy Trinity Lutheran Church	Coming Later	Church	C	Swim events?
Midway Covenant	Coming Later	Church	C	Swim events?
Samoan Christian Church	Coming Later	Church	C	Swim events?
World Covenant Church	Coming Later	Church	C	Swim events?
Saltwater Unitarian Church	Coming Later	Church	C	Swim events?
St. Philomena Catholic Church	Coming Later	Church	C	Swim events?
LOCAL SERVICE ORGANIZATIONS AND NON-PROFITS				
Des Moines Legacy Foundation	Coming Later	Nonprofit/Foundation	A	Common civic goals
Destination Des Moines	Coming Later	Civic Organization	A	Common civic goals
Rotary Club of Des Moines & Normandy Park	Coming Later	Service Club	B	Common civic goals
Exchange Club of Highline	Coming Later	Service Club	B	
Des Moines Lions Club	Coming Later	Service Club	B	Common civic goals
Des Moines Area Food Bank	Coming Later	Nonprofit/Social Services	C	
Des Moines Waterland Walking Group	Coming Later	Social/Wellness Group	C	
Des Moines Mamas Group	Coming Later	Social Group	C	

Des Moines Community Group	Coming Later	Community Network	C	
LOCAL POOLS (PUBLIC AND PRIVATE)				
Evergreen Aquatic Center	Coming Later	Aquatic Facility	B	Part of network of services; co-life-guard training?
Tukwila Pool	Coming Later	Aquatic Facility	B	Part of network of services; co-life-guard training?
Weyerhaeuser King County Aquatic Center	Coming Later	Aquatic Facility	B	Part of network of services; co-life-guard training?
Normandy Park Swim Club	Coming Later	Private Swim Club	B	Part of network of services; co-life-guard training?
Olympic View Swim and Tennis Club	Coming Later	Private Club	B	Part of network of services; co-life-guard training?
LOCAL SWIM AND DIVE TEAMS (INCLUDING WATER POLO)				
Seattle Metropolitan Aquatic Club (SMAC)	Coming Later	Swim Team	A	
KING Aquatic Club	Coming Later	Swim Team	B	
Rain City Polo <i>(mentioned by Stender on 5/20)</i>	Coming Later	Youth Sports/Swim Group	B	
Alpha Dive	Coming Later	Dive Team	A	
Master Swim Group			B	Adult swimming groups that practice and compete. Need more water space to add.
LOCAL PARENT-TEACHER GROUPS				
Des Moines Elementary PTSA	Coming Later	PTSA	B	
Parkside Elementary PTA	Coming Later	PTA	B	
Woodmont K-8 PTA	Coming Later	PTA	B	
Marvista Elementary PTSA	Coming Later	PTSA	B	
Madrona Elementary PTA	Coming Later	PTA	B	

Bow Lake Elementary PTA	Coming Later	PTA	B	
McMicken Heights Elementary PTA	Coming Later	PTA	B	
East Hill Elementary PTA	Coming Later	PTA	B	
Kent-Meridian High School PTSA	Coming Later	PTSA	B	
Kent Area PTSA Council 9.7	Coming Later	Council PTSA	B	
St Philomena PTA	Coming Later	PTSA	B	
Valley View PTA	Coming Later	PTSA	B	
LOCAL ORGANIZATIONS (MISC)				
Kent Community Foundation	Coming Later	Nonprofit/Foundation	C	
MRHS Alumni Group	Coming Later	Alumni/Community Network	C	
LOCAL SENIOR ORGANIZATIONS				
Judson Park	Coming Later	Senior Center in Des Moines	B	Interest in shuttles for swim?
Wesley	Coming Later	Senior Center in Des Moines	B	Interest in shuttles for swim?
Solstice Senior Living	Coming Later	Senior Center in Normandy Park	B	Interest in shuttles for swim?
Normandy Park Senior Living	Coming Later	Senior Center in Normandy Park	B	Interest in shuttles for swim?
LOCAL APARTMENT COMPLEXES				
Waterview Crossing	Coming Later	Local Apt Complex	C	
Emerald Court	Coming Later	Local Apt Complex	C	
Des Moines Station	Coming Later	Local Apt Complex	C	
Bay Club	Coming Later	Local Apt Complex	C	

Creekwood	Coming Later	Local Apt Complex	C	
MT RAINIER POOL SWIM GROUPS (May need assistance in organizing).				
Water Exercise	Coming Later	User group at Mt Rainier Pool	A	
Water Walking	Coming Later	User group at Mt Rainier Pool	A	
Lap Swimmers	Coming Later	User group at Mt Rainier Pool	A	
Swim Lesson Parents	Coming Later	User group at Mt Rainier Pool	A	
RENTAL GROUPS OR POTENTIAL RENTAL GROUPS AT MT RAINIER POOL				
Alaska Airlines	Coming Later	Corporate Rental	A	
Eight Diving	Coming Later	Scuba Business	A	
TL Sea Diving	Coming Later	Scuba Business	A	
King County Search and Rescue	Coming Later	King County Sheriff Division	A	
South King and Fire	Coming Later	King County Special District	A	
Hydroplane Safety	Coming Later	Private Business	A	
BOARD SUGGESTED PARTNERS				

Add sheet, if you have other potential stakeholders.

DUSENBURY RESPONSES

STEP 1: Stakeholder Identification.			Step 2: Stakeholder Priority*	Step 3: Potential Partnership Opportunities (What would benefit them?)
Stakeholder/ Group Name	Contact Info	Affiliation (e.g., civic group, user group, agency)		
LOCAL GOVERNMENT AGENCIES				
City of Des Moines	Coming Later	Local Government	A	
City of Normandy Park	Coming Later	Local Government	B	
City of SeaTac	Coming Later	Local Government	X	
City of Kent (West Hill)	Coming Later	Local Government	C	
Federal Way Public Schools	Coming Later	School District	X	Out of service area. They have facilities.
King County	Coming Later	Local Government	A	
Port of Seattle	Coming Later	Government Agency	C	
Highline College	Coming Later	Higher Education	A?	Not an A now but they could/should be.
Highline Public Schools	Coming Later	School District	C	Might be a potential user group but I would not count on them.
STATE/COUNTY REPRESENTATIVES				
Senator Tina Orwall		33 rd Leg Dist	A	
Rep Edwin Obras		Legislative, Position 1	A	
Rep Mia Gregerson		Legislative, Position 2	A	
De'Sean Quinn		King County Council, Dist 5	A+	We need Quinn to provide the same level of support that we could count on from Dave U.
LOCAL CHURCHES				
North Hill Christian Church	Coming Later	Church	C	
Des Moines Gospel Chapel	Coming Later	Church	C	
Grace Lutheran Church	Coming Later	Church	C	

Des Moines United Methodist Church	Coming Later	Church	C	
Hope Church	Coming Later	Church	C	
Gospel Russian Baptist Church	Coming Later	Church	C	
Mountain Church	Coming Later	Church	C	
Holy Trinity Lutheran Church	Coming Later	Church	C	
Midway Covenant	Coming Later	Church	C	
Samoan Christian Church	Coming Later	Church	C	
World Covenant Church	Coming Later	Church	C	
Saltwater Unitarian Church	Coming Later	Church	C	
St. Philomena Catholic Church	Coming Later	Church	C	
LOCAL SERVICE ORGANIZATIONS AND NON-PROFITS				
Des Moines Legacy Foundation	Coming Later	Nonprofit/Foundation	A	
Destination Des Moines	Coming Later	Civic Organization	B	
Rotary Club of Des Moines & Normandy Park	Coming Later	Service Club	B	
Exchange Club of Highline	Coming Later	Service Club	B	
Des Moines Lions Club	Coming Later	Service Club	B	
Des Moines Area Food Bank	Coming Later	Nonprofit/Social Services	B	
Des Moines Waterland Walking Group	Coming Later	Social/Wellness Group	B	
Des Moines Mamas Group	Coming Later	Social Group	B	

Des Moines Community Group	Coming Later	Community Network	B	
LOCAL POOLS (PUBLIC AND PRIVATE)				
Evergreen Aquatic Center	Coming Later	Aquatic Facility	C	
Tukwila Pool	Coming Later	Aquatic Facility	C	
Weyerhaeuser King County Aquatic Center	Coming Later	Aquatic Facility	C	
Normandy Park Swim Club	Coming Later	Private Swim Club	C	
Olympic View Swim and Tennis Club	Coming Later	Private Club	C	
LOCAL SWIM AND DIVE TEAMS (INCLUDING WATER POLO)				
Seattle Metropolitan Aquatic Club (SMAC)	Coming Later	Swim Team	A	
KING Aquatic Club	Coming Later	Swim Team	A	
Rain City Polo <i>(mentioned by Stender on 5/20)</i>	Coming Later	Youth Sports/Swim Group	A	
Alpha Dive	Coming Later	Dive Team	A	
Master Swim Group			A	Adult swimming groups that practice and compete. Need more water space to add.
LOCAL PARENT-TEACHER GROUPS				
Des Moines Elementary PTSA	Coming Later	PTSA	A	
Parkside Elementary PTA	Coming Later	PTA	A	
Woodmont K-8 PTA	Coming Later	PTA	A	
Marvista Elementary PTSA	Coming Later	PTSA	A	
Madrona Elementary PTA	Coming Later	PTA	A	

Bow Lake Elementary PTA	Coming Later	PTA	A	
McMicken Heights Elementary PTA	Coming Later	PTA	A	
East Hill Elementary PTA	Coming Later	PTA	A	
Kent-Meridian High School PTSA	Coming Later	PTSA	A	
Kent Area PTSA Council 9.7	Coming Later	Council PTSA	A	
St Philomena PTA	Coming Later	PTSA	A	
Valley View PTA	Coming Later	PTSA	A	
LOCAL ORGANIZATIONS (MISC)				
Kent Community Foundation	Coming Later	Nonprofit/Foundation	B	
MRHS Alumni Group	Coming Later	Alumni/Community Network	B	
LOCAL SENIOR ORGANIZATIONS				
Judson Park	Coming Later	Senior Center in Des Moines	A	
Wesley	Coming Later	Senior Center in Des Moines	A	
Solstice Senior Living	Coming Later	Senior Center in Normandy Park	A	
Normandy Park Senior Living	Coming Later	Senior Center in Normandy Park	A	
LOCAL APARTMENT COMPLEXES				
Waterview Crossing	Coming Later	Local Apt Complex	C	
Emerald Court	Coming Later	Local Apt Complex	C	
Des Moines Station	Coming Later	Local Apt Complex	C	
Bay Club	Coming Later	Local Apt Complex	C	
Creekwood	Coming Later	Local Apt Complex	C	

MT RAINIER POOL SWIM GROUPS (May need assistance in organizing).				
Water Exercise	Coming Later	User group at Mt Rainier Pool	A	
Water Walking	Coming Later	User group at Mt Rainier Pool	A	
Lap Swimmers	Coming Later	User group at Mt Rainier Pool	A	
Swim Lesson Parents	Coming Later	User group at Mt Rainier Pool	A	
RENTAL GROUPS OR POTENTIAL RENTAL GROUPS AT MT RAINIER POOL				
Alaska Airlines	Coming Later	Corporate Rental	A	
Eight Diving	Coming Later	Scuba Business	A	
TL Sea Diving	Coming Later	Scuba Business	A	
King County Search and Rescue	Coming Later	King County Sheriff Division	A	
South King and Fire	Coming Later	King County Special District	A	
Hydroplane Safety	Coming Later	Private Business	A	
BOARD SUGGESTED PARTNERS				

Add sheet, if you have other potential stakeholders.

STENDER RESPONSE

STEP 1: Stakeholder Identification.			Step 2: Stakeholder Priority*	Step 3: Potential Partnership Opportunities (What would benefit them?)
Stakeholder/ Group Name	Contact Info	Affiliation (e.g., civic group, user group, agency)		
LOCAL GOVERNMENT AGENCIES				
City of Des Moines	Coming Later	Local Government	High	
City of Normandy Park	Coming Later	Local Government	High	Influential, high income, tend to bully their way to results.
City of SeaTac	Coming Later	Local Government	Medium	
City of Kent (West Hill)	Coming Later	Local Government	Low	
Federal Way Public Schools	Coming Later	School District	Medium	
King County	Coming Later	Local Government	Medium	
Port of Seattle	Coming Later	Government Agency	High	They have money to back major facilities.
Highline College	Coming Later	Higher Education	Medium	
Highline Public Schools	Coming Later	School District	Low	Should be high but I see little opportunity to partner given the admin’s opinion of aquatics. I’d look to specific board members that represent Des Moines and NP.
STATE/COUNTY REPRESENTATIVES				
Senator Tina Orwall		33 rd Leg Dist	High	
Rep Edwin Obras		Legislative, Position 1		
Rep Mia Gregerson		Legislative, Position 2		
De’Sean Quinn		King County Council, Dist 5		
LOCAL CHURCHES				
North Hill Christian Church	Coming Later	Church	Low	

Des Moines Gospel Chapel	Coming Later	Church	Low	
Grace Lutheran Church	Coming Later	Church		General for all churches. I don't know enough about them. Those with the highest # in congregation should be High, look for one major partner. Others low priority.
Des Moines United Methodist Church	Coming Later	Church		
Hope Church	Coming Later	Church		
Gospel Russian Baptist Church	Coming Later	Church		
Mountain Church	Coming Later	Church		
Holy Trinity Lutheran Church	Coming Later	Church		
Midway Covenant	Coming Later	Church		
Samoan Christian Church	Coming Later	Church		
World Covenant Church	Coming Later	Church		
Saltwater Unitarian Church	Coming Later	Church		
St. Philomena Catholic Church	Coming Later	Church		
LOCAL SERVICE ORGANIZATIONS AND NON-PROFITS				
Des Moines Legacy Foundation	Coming Later	Nonprofit/Foundation	High	High community trust, visibility, and access to major donors
Destination Des Moines	Coming Later	Civic Organization	medium	
Rotary Club of Des Moines & Normandy Park	Coming Later	Service Club		
Exchange Club of Highline	Coming Later	Service Club		
Des Moines Lions Club	Coming Later	Service Club		
Des Moines Area Food Bank	Coming Later	Nonprofit/Social Services	low	i doubt they have the staff to help. they have major challenges in lose of grants they have to deal with.

Des Moines Waterland Walking Group	Coming Later	Social/Wellness Group		
Des Moines Mamas Group	Coming Later	Social Group		
Des Moines Community Group	Coming Later	Community Network		
LOCAL POOLS (PUBLIC AND PRIVATE)				
Evergreen Aquatic Center	Coming Later	Aquatic Facility	medium	strength in numbers
Tukwila Pool	Coming Later	Aquatic Facility	medium	
Weyerhaeuser King County Aquatic Center	Coming Later	Aquatic Facility	medium	
Normandy Park Swim Club	Coming Later	Private Swim Club	High	
Olympic View Swim and Tennis Club	Coming Later	Private Club	High	
LOCAL SWIM AND DIVE TEAMS (INCLUDING WATER POLO)				
Seattle Metropolitan Aquatic Club (SMAC)	Coming Later	Swim Team	High	largest club with over 500 kids PNS Swimming and USA swimming should be on this list.
KING Aquatic Club	Coming Later	Swim Team	Low	They don't have pool time at MRP so unlikely to be big supporters
Highline Water Polo Group	Coming Later	Youth Sports/Swim Group	High	Rain City Water Polo should be on this list
Alpha Dive	Coming Later	Dive Team	High	They could benefit from more dive time outside of KCAC
LOCAL PARENT-TEACHER GROUPS				
Des Moines Elementary PTSA	Coming Later	PTSA	medium	
Parkside Elementary PTA	Coming Later	PTA	medium	I don't think PTSA are organized enough to do more than school activities.
Woodmont K-8 PTA	Coming Later	PTA	medium	
Marvista Elementary PTSA	Coming Later	PTSA	medium	

Madrona Elementary PTA	Coming Later	PTA		
Bow Lake Elementary PTA	Coming Later	PTA		
McMicken Heights Elementary PTA	Coming Later	PTA		
East Hill Elementary PTA	Coming Later	PTA		
Kent-Meridian High School PTSA	Coming Later	PTSA		
Kent Area PTSA Council 9.7	Coming Later	Council PTSA		
St Philomena PTA	Coming Later	PTSA		
Valley View PTA	Coming Later	PTSA		
LOCAL ORGANIZATIONS (MISC)				
Kent Community Foundation	Coming Later	Nonprofit/Foundation		
MRHS Alumni Group	Coming Later	Alumni/Community Network		MRHS Boosters and alumni groups.
LOCAL SENIOR ORGANIZATIONS				
Judson Park	Coming Later	Senior Center in Des Moines	medium	
Wesley	Coming Later	Senior Center in Des Moines	high	
Solstice Senior Living	Coming Later	Senior Center in Normandy Park	medium	
Normandy Park Senior Living	Coming Later	Senior Center in Normandy Park	medium	
LOCAL APARTMENT COMPLEXES				
Waterview Crossing	Coming Later	Local Apt Complex		
Emerald Court	Coming Later	Local Apt Complex		
Des Moines Station	Coming Later	Local Apt Complex		

Bay Club	Coming Later	Local Apt Complex		
Creekwood	Coming Later	Local Apt Complex		
MT RAINIER POOL SWIM GROUPS (May need assistance in organizing).				
Water Exercise	Coming Later	User group at Mt Rainier Pool	High	
Water Walking	Coming Later	User group at Mt Rainier Pool	High	
Lap Swimmers	Coming Later	User group at Mt Rainier Pool	High	
Swim Lesson Parents	Coming Later	User group at Mt Rainier Pool	High	
RENTAL GROUPS OR POTENTIAL RENTAL GROUPS AT MT RAINIER POOL				
Alaska Airlines	Coming Later	Corporate Rental	high	Alaska Air in general - seems to be backing Bellevue area
Eight Diving	Coming Later	Scuba Business		
TL Sea Diving	Coming Later	Scuba Business		
King County Search and Rescue	Coming Later	King County Sheriff Division		
South King and Fire	Coming Later	King County Special District		
Hydroplane Safety	Coming Later	Private Business		
BOARD SUGGESTED PARTNERS				
rain city water polo			high	
PNS Swimming			high	The LSC that covers all local us swim clubs
USA swimming			medium	needs swim team enrollment to grow
HSD high school swim teams			High	They are at risk of HSD shutting them down, need their voices to push to keep non revenue sports and provide resources (pools)

THORELL RESPONSE

Friday, June 20, 2025 at 13:02:22 Pacific Daylight Time

Subject: Re: STAKEHOLDER HOMEWORK: Due Monday, June 16
Date: Wednesday, June 18, 2025 at 10:11:11 AM Pacific Daylight Time
From: Scott Deschenes
To: Patrice Thorell
Attachments: IMG_3493.jpeg, IMG_3492.jpeg, IMG_3491.jpeg

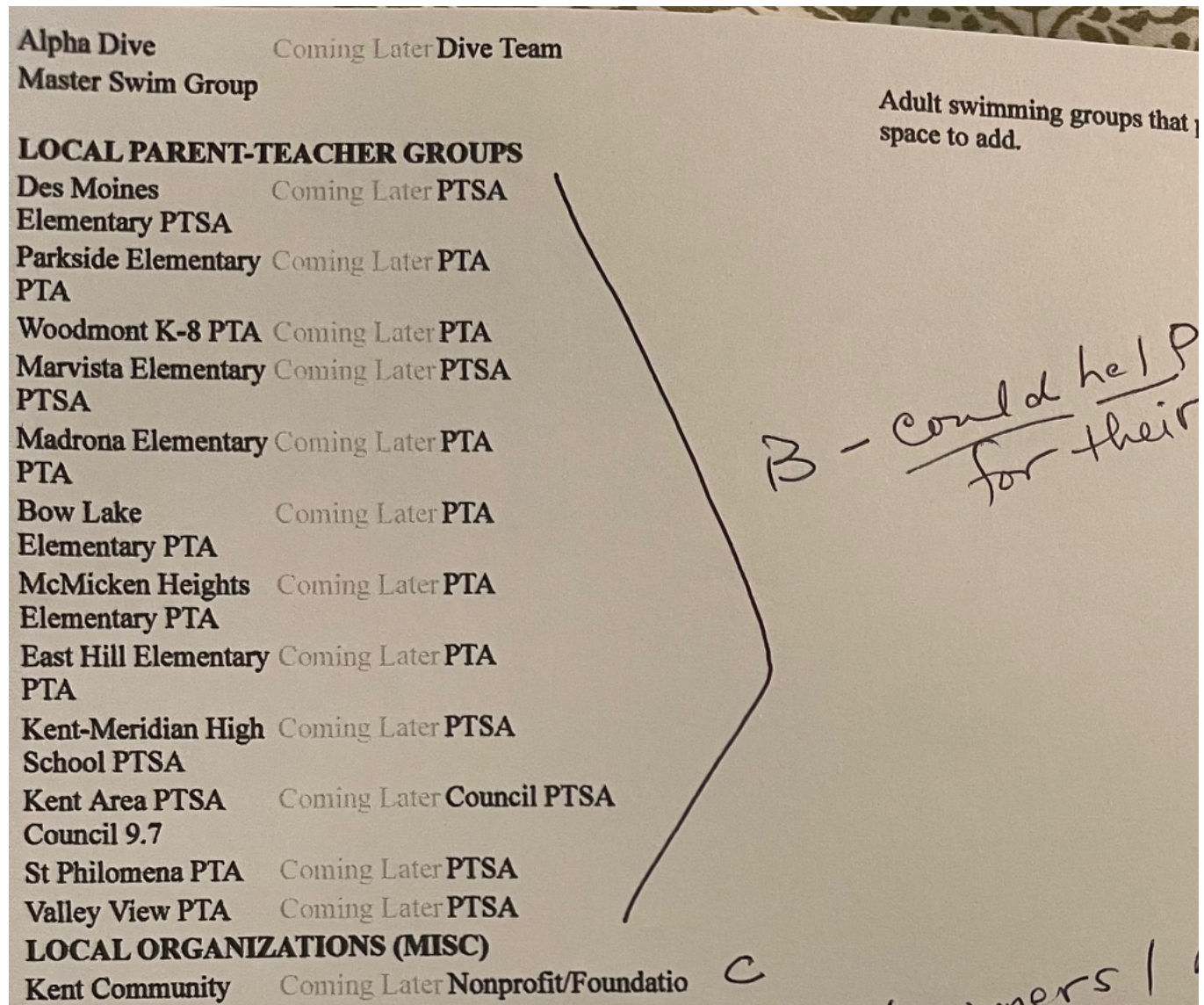
Thank you for completing this. I will update the presentation with your information and comments,

Scott Deschenes (he/him/his)

District General Manager
Des Moines Pool Metropolitan Park District/Mount Rainier Pool
22722 19th Avenue So.
Des Moines, WA 98198
206.429.3852

"The future belongs to those who believe in the beauty of their dreams." - Eleanor Roosevelt

From: Patrice Thorell <patrice.thorell@mtrainierpool.com>
Date: Wednesday, June 18, 2025 at 10:03 AM
To: Scott Deschenes <scott.deschenes@desmoinespool.org>
Subject: Re: STAKEHOLDER HOMEWORK: Due Monday, June 16



Foundation
MRHS Alumni Group Coming Later Alumni/Community Network

LOCAL SENIOR ORGANIZATIONS

Judson Park Coming Later Senior Center in Des Moines
Wesley Coming Later Senior Center in Des Moines
Solstice Senior Living Coming Later Senior Center in Normandy Park
Normandy Park Senior Living Coming Later Senior Center in Normandy Park

LOCAL APARTMENT COMPLEXES

Waterview Crossing Coming Later Local Apt Complex
Emerald Court Coming Later Local Apt Complex
Des Moines Station Coming Later Local Apt Complex
Bay Club Coming Later Local Apt Complex
Creekwood Coming Later Local Apt Complex

MT RAINIER POOL SWIM GROUPS (May need assistance in organizing).

Water Exercise Coming Later User group at Mt Rainier Pool
Water Walking Coming Later User group at Mt Rainier Pool
Lap Swimmers Coming Later User group at Mt Rainier Pool
Swim Lesson Parents Coming Later User group at Mt Rainier Pool

RENTAL GROUPS OR POTENTIAL RENTAL GROUPS AT MT RAINIER POOL

Alaska Airlines Coming Later Corporate Rental
Eight Diving Coming Later Scuba Business
TL Sea Diving Coming Later Scuba Business
King County Search and Rescue Coming Later King County Sheriff Division
South King and Fire Coming Later King County Special District
Hydroplane Safety Coming Later Private Business

De'Sean Quinn

LOCAL CHURCHES

North Hill Christian Church Coming Later Church
Des Moines Gospel Coming Later Church

- past swimmer

B Swimmers/exe

C - get involved

A/B need representation facility

A - valuable resource cloud

A - County funds/re

C - could use space in the future

Chapel	
Grace Lutheran Church	Coming Later Church
Des Moines United Methodist Church	Coming Later Church
Hope Church	Coming Later Church
Gospel Russian Baptist Church	Coming Later Church
Mountain Church	Coming Later Church
Holy Trinity Lutheran Church	Coming Later Church
Midway Covenant Church	Coming Later Church
Samoan Christian Church	Coming Later Church
World Covenant Church	Coming Later Church
Saltwater Unitarian Church	Coming Later Church
St. Philomena Catholic Church	Coming Later Church

may have interest

LOCAL SERVICE ORGANIZATIONS AND NON-PROFITS

Des Moines Legacy Foundation	Coming Later Nonprofit/ Foundation	B partner/funding
Destination Des Moines	Coming Later Civic Organization	B
Rotary Club of Des Moines & Normandy Park	Coming Later Service Club	B
Exchange Club of Highline	Coming Later Service Club	
Des Moines Lions Club	Coming Later Service Club	
Des Moines Area Food Bank	Coming Later Nonprofit/Social Services	C
Des Moines Waterland Walking Group	Coming Later Social/Wellness Group	
Des Moines Mamas Group	Coming Later Social Group	
Des Moines Community Group	Coming Later Community Network	B network

LOCAL POOLS (PUBLIC AND PRIVATE)

Evergreen Aquatic Center	Coming Later Aquatic Facility
Tukwila Pool	Coming Later Aquatic Facility
Weyerhaeuser King County Aquatic	Coming Later Aquatic Facility

Interested

Center

Normandy Park
Swim Club

Coming Later Private Swim Club

Olympic View Swim
and Tennis Club

Coming Later Private Club

LOCAL SWIM AND DIVE TEAMS (INCLUDING WATER POLO)

Seattle Metropolitan
Aquatic Club
(SMAC)

Coming Later Swim Team

KING Aquatic Club

Coming Later Swim Team

Rain City Polo

Coming Later Youth Sports/Swim
Group

(mentioned by
Stender on 5/20)

A

A

need inc
same summer

B
need water space

Stakeholder Prioritization Worksheet

This worksheet is designed to help board members review, prioritize, and explore potential partners below to assess each stakeholder's prioritization with engagement tiers, and suggest future opportunities. All steps are color-coded. All forms are due by Monday, June 16 at noon.

Step 1: Stakeholder Identification (Green) - Please list potential stakeholders in the community that should contact info. (See page 6).

Step 2: Stakeholder Prioritization (Yellow) - Please assign each stakeholder a priority level based on their Rainier Pool's mission. Use the following criteria to guide your ranking:

• A - High Priority Stakeholders

- Have a **direct influence** on funding, operations, or long-term planning.
- Represent **underserved or high-impact user groups** (e.g., youth, seniors, marginalized communities).
- Are critical to the **success of upcoming initiatives** (e.g., levy lid lift, capital projects).
- May offer **valuable resources**, such as media reach, facilities, or technical expertise.

• B - Medium Priority Stakeholders

- Provide **community visibility** or engagement opportunities.
- Can **strengthen outreach** to specific demographics (e.g., parents, faith communities).
- May serve as **partners in specific programs**, events, or promotional efforts.
- Represent groups who are **potentially interested** but not currently engaged.

• C - Low Priority Stakeholders

- Have **limited engagement history** but may grow in importance.
- Offer **niche or seasonal support** (e.g., senior housing, walking groups).
- Represent **future partners** or outreach audiences to cultivate over time.

• X - Not a Stakeholder

- If you do not believe the group is a stakeholder, please mark with an X. If you have the final decision. Examples are:
 - "This organization is outside of our service area,"
 - "They do not currently engage with or influence pool operations,"

- "Their mission does not align with ours."

Step 3: Potential Partnership Opportunities (Grey) - In this section, consider how the Mount Rainier I with each stakeholder. Think about:

- What programs, services, or events might interest this group?
- How could a partnership help them achieve their goals or mission?
- Are there outreach or engagement opportunities that would resonate with their audience or members?

See next page to start the process...

STEP 1: Stakeholder Identification.			Step 2: Stakeholder Priority*	Potential Partnership	
Stakeholder/ Group Name	Contact Info	Affiliation (e.g., civic group, user group, agency)			
LOCAL GOVERNMENT AGENCIES					
City of Des Moines	Coming Later	Local Government	A - Partner	All are Sake of Athlete	
City of Normandy Park	Coming Later	Local Government	A - Partner		
City of SeaTac	Coming Later	Local Government	A/B		
City of Kent (West Hill)	Coming Later	Local Government	B		
Federal Way Public Schools	Coming Later	School District	A/B — Fed has po	D.M. A Partner/resources	
King County	Coming Later	Local Government	A - Partner		
Port of Seattle	Coming Later	Government Agency	A Partner/resources		
Highline College	Coming Later	Higher Education	AAA ! — Potential L		
Highline Public Schools	Coming Later	School District	A — need to boost	A - State funds/rese	
STATE/COUNTY REPRESENTATIVES					
Senator Tina Orwall		33 rd Leg Dist			
Rep Edwin Obras		Legislative, Position			

Here are my comments. Sorry, I couldn't use your colored form, my printer is out of ink.

Obviously, we want to include as many people as possible.

Different individuals/groups would be included for different reasons and at specific times.

Start with the folks with the most influence and resources: government stakeholders.

Then mobilize the contacts with the influence to convince govt. stakeholders to take action, provide funding.

Then the pool users, rental groups, social groups to help spread the word, educate others on the need, to strengthen support, and advocate.

Thorell
206-366-5665

On Jun 17, 2025, at 9:45 AM, Scott Deschenes <scott.deschenes@desmoinespool.org> wrote:

Dear Board,

Des Moines Pool Metropolitan Park District

AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 7f **Assigned to:** District GM **Meeting Date:** 6/24/2025

Under: Old Business **Attachment:** Yes

Subject: Emergency Repair Update

Background/Summary:

At the May 27 board meeting, the board commissioners approved an emergency repair, and at the June 6 special meeting the board approved an emergency resolution (2025-05, Declaration of Emergency, Waiver of Competitive Bidding Requirements) for structural repairs to the surge pit.

First, the agreement that was approved by legal was fully signed on June 17, 2025, by both parties. That agreement is attached. For transparency, I am including this agreement for public record.

Second, the District GM met with MLA on Wednesday, June 18. The engineer went over the surge pit documentation from historic records and requested a copy of the O&M manual from the 2017-2018 repairs. A meeting is also set with Aquatic Specialty Services for the week of this meeting to discuss the repairs, sourcing of materials and their availability.

MLA plans to have their recommendations within a couple of weeks to help setup a potential August closure.

Fiscal Impact: This is only for the engineering work for ascertaining the current status of the surge pit, and engineering to shore up the unit. Future projects are dependent on the information that comes from this engineering work.

Proposed Motion: No motion necessary. Informational Only!

Reviewed by Legal Counsel: Yes X No _____ **Date:** Various

Two Touch Rule:	<u>5/8/2025</u>	Committee Review
	<u>5/27/2025</u>	First Board Meeting (Informational)
	<u>6/06/2025</u>	Second Board Meeting (Action)

Action Taken: **Adopted** _____ **Rejected** _____ **Postponed** _____

Follow-up Needed: **Yes** _____ **No** _____ **Reporting Back Date:** _____

Notes: Attachments:

- Signed Professional Services Agreement, b/w DMPMPD to MLA Engineering

PROFESSIONAL SERVICES AGREEMENT

THIS PROFESSIONAL SERVICES AGREEMENT (the "Agreement") is entered into this 6 day of June, 2025, by and between **Des Moines Pool Metropolitan Park District**, a Washington municipal corporation (the "Client"), whose business address is 22722 19th Avenue So., Des Moines, WA 98198 and **MLA Engineering LLC.**, organized under the laws of the State of Washington, (the "Consultant").

CONSULTANT

Name	MLA Engineering LLC.
Authorized Representative	Myles Parrish, PE
Address	1109-1st Ave., Suite 300 Seattle, Washington 98101
Telephone Number	Tel: 206.264.2727
Email Address	mparrish@mleaengineering.com
Washington UBI Number	601 939 286
Federal Identification Number	91-1954012

For and in consideration of the Compensation noted below, subject to the terms and conditions contained herein, Consultant agrees to perform the following work (the "Work") pursuant to the terms and conditions of this Agreement.

- Project.** The Project is described as follows:

Project Name: Mount Rainier Pool, Surge Pit Structural Engineering

Project Location: 22722 19th Avenue S, Des Moines, Washington 98198

- Work.** Consultant agrees to perform the Work described in **Exhibit A** in accordance with all applicable laws, codes, and industry standards. In the event of a conflict between this Agreement document and **Exhibit A**, then this Agreement document shall control.

- Compensation.** Client shall pay Consultant for all Work completed in conformance with this Agreement based on the fixed sum below plus expenses incurred by its employees at rates shown in **Exhibit B**. Consultant's mark-up on outside services or sub-consultants, shall be limited to ten percent (10%) and subject to the fixed sum below. Consultant shall not adjust the wage rates without written authorization from Client. Compensation for professional services under this Agreement shall be limited to a fixed sum of Twelve-Thousand Three-hundred Dollars (\$12,300) plus expenses, unless additional compensation is authorized in writing by the Client.

4. Term. The term of this Agreement shall commence with execution of this document and will terminate when all tasks associated with the Work herein as modified by written amendment have been completed by Consultant, unless sooner terminated as provided herein.

5. Consultant Information. Consultant shall provide the following documents to Client at the time this Agreement is executed and shall provide said documents to Client at least once per year thereafter:

- Certificate of Insurance with endorsement naming Client as additional insureds;
- proof of exemption from Workers' Compensation insurance; and
- a completed W-9 form.

6. Representations. Client and Consultant represent and warrant that the following statements are true and accurate:

THIS AGREEMENT IS SUBJECT TO THE GENERAL CONDITIONS ATTACHED HERETO AND INCORPORATED HEREIN.

THIS AGREEMENT CONTAINS AN INDEMNIFICATION OF CERTAIN LIABILITIES AND A WAIVER OF CONSULTANT'S TITLE 51 RCW IMMUNITY.

IN WITNESS WHEREOF, Client and Consultant have executed this Agreement, effective the date of the last authorized signature below.

7. Board Ratification. This Agreement is subject to ratification by the Board of Commissioners of the Des Moines Pool Metropolitan Park District and that if ratification does not follow, this Agreement shall be subject to immediate termination, and the Consultant shall be compensated for the materials, services, or work provided up to the date of termination.

**Des Moines Pool Metropolitan
Park District**

CONSULTANT

Scott Deschenes, District General Manager

Myles Parrish PE, Principal

By:  _____
2E03815D7130BD0...

By:  _____
BF562B51EFFF4ED...

Its: _____

Its: Managing Member

Date: 6/16/2025

Date: 6/17/2025

GENERAL CONDITIONS

1. Selection. The Consultant was chosen after determination of the need for an emergency contract under RCW 39.04.280.

2. Accounting Records. Consultant will maintain accounting records, including, but not limited to original receipts, invoices, and related verification, in accordance with generally accepted accounting principles and practices to substantiate all invoiced amounts. To the extent required to verify the direct costs specific to the Work, these records will be available to Client during Consultant's normal business hours for a period of three (3) years after the expiration and/or termination of this Agreement, whichever is later.

3. Status as Independent Contractor. Consultant will perform the Work as an independent contractor and not as an employee, agent, joint-venturer, fiduciary, or partner of Client. Consultant is responsible for the means and methods it uses in performing the Work. Consultant and its employees will not qualify for workers' compensation or other fringe benefits of any kind through Client. Neither Party has the right, power, or authority to bind the other.

4. Termination. This Agreement may be terminated by either party upon seven (7) days' written notice and opportunity to cure should one party fail to perform in accordance with its terms through no fault of the other. In the event the party that fails to perform is Consultant, the determination of "fail to perform in accordance with its terms" shall be in the sole judgment of Client.

Further, this Agreement may be terminated by Client at any time for any reason whatsoever, at the sole discretion of Client, with seven (7) days' written notice.

In the event of termination, Consultant shall be compensated for satisfactory Work performed to the termination date. In no case, however, shall such reimbursement exceed the total Compensation. Any work product generated by Consultant prior to such termination shall be the sole property of Client, and Consultant agrees to provide Client with all such materials at no cost to Client.

5. Consultant Work. Consultant's Work shall meet or exceed the standard for similar services performed by similarly licensed professionals performing work in King County, Washington.

6. Charges for Additional Work. Consultant shall obtain the prior written approval of Client for any charges for additional Work performed by Consultant, the additional Work of others retained by Consultant, or the furnishing of additional supplies, materials, or equipment. Consultant shall not be entitled to compensation for any such additional charges incurred in violation of this paragraph.

7. Monthly Progress Statements. Consultant shall submit monthly statements of Work rendered to Client in a form acceptable to Client. Client shall make prompt monthly payments for Work completed to Client's satisfaction. In no event shall Client be charged interest on payments due under this Agreement.

8. Applicable Law. All federal, state, and local laws applicable in the rendering of the Work by Consultant shall be complied with in all respects by Consultant, as shall all rules and regulations of any other governmental agency. Consultant shall register to do business in the State of Washington and upon request provide proof of the same to Client. It further agrees by acceptance of this Agreement that it will include this clause without modification in all lower tier transactions, solicitations, proposals, agreements, contracts, and subcontracts. Client reserves the right to require Consultant to replace a subconsultant or lower tier participant who cannot meet the foregoing certification requirement.

9. Deviations from Scope of Work. Client may at any time issue written directions within the general scope of this Agreement. If any such direction causes an increase or decrease in the cost of this Agreement or otherwise affects any other provision of this Agreement, Consultant shall immediately provide written notice to Client. Any work done in violation of this notice requirement shall be at the sole expense of Consultant. Additionally, Client reserves the right to modify the amount spent for identified project tasks within the scope of work, provided that the Contract Amount, as may be modified as provided herein, is not exceeded.

10. Client Review of Title Documents and Permit Documents. Prior to the submission of any documents related to any permits or the execution or recordation of any documents affecting title to any property, the said document shall be reviewed by Client. Client shall be responsible for all costs associated with such review.

11. Conflict of Interest. Consultant covenants that it presently has no interest and shall not acquire an interest, directly or indirectly, which would conflict in any manner or degree with its performance under this Agreement. Consultant further covenants that in the performance of this Agreement, no person having such interest shall be employed by it or any of its sub-consultants.

12. Insurance. Consultant, concurrently with the execution of this Agreement, shall provide Client with evidence that Consultant has obtained and is maintaining the insurance listed as follows:

(a) Workers' Compensation Insurance as required by law.

(b) Employers' Liability Insurance (bodily injuries) with a limit of One Million Dollars (\$1,000,000) per occurrence with an insurance company authorized to write such insurance in all states where Consultant will have employees located in the performance of its work covering its common law liability to such employees.

(c) Comprehensive General Liability Insurance with a One Million Dollar (\$1,000,000) combined single limit for bodily injury and/or property damage per occurrence and an annual aggregate limit of Two Million Dollars (\$2,000,000).

(d) Automobile Liability Insurance covering all owned and non-owned automobiles or vehicles used by or on behalf of Consultant with a One Million Dollar (\$1,000,000) combined single limit for bodily injury and/or property damage per occurrence.

(e) Professional Liability Insurance covering Errors and Omissions of Consultant in the amount of not less than One Million Dollars (\$1,000,000) per claim.

(f) For Comprehensive General Liability Insurance and Automobile Liability Insurance, each of the policies required herein **shall name Client as an additional insured**. Furthermore, each policy of insurance required herein shall (i) be written as a primary policy; (ii) expressly provide that such insurance may not be materially changed, amended, or canceled with respect to Client except upon forty-five (45) days' prior written notice from the insurance company to Client; (iii) contain an express waiver of any right of subrogation by the insurance company against Client and its elected officials, employees, or agent; (iv) expressly provide that the insurance proceeds of any loss will be payable notwithstanding any act or negligence of Consultant which might otherwise result in a forfeiture of said insurance; and (v) in regard to physical property damage coverage, expressly provide that all proceeds shall be paid jointly to Consultant and Client.

(g) With regard to the Professional Liability Insurance, Consultant shall maintain the same in full force and effect during the term of this Agreement and for a period of one (1) year thereafter.

(h) Consultant shall furnish Client with two (2) copies of Certificates of Insurance evidencing policies of insurance required herein. **The Certificate of Insurance shall specifically identify the name of the Project.**

13. Indemnification. Consultant shall defend, indemnify and hold Client, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of the Consultant in performance of this Agreement, except for injuries and damages caused by the sole negligence of Client. However, should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the Client, its officers, officials, employees, and volunteers, the Consultant's liability, including the duty and cost to defend, hereunder shall be only to the extent of the Consultant's negligence. **It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.**

14. Confidentiality. Any reports, documents, questionnaires, records, information, or data given to, or prepared or assembled under, this Agreement shall be kept confidential unless a specific written waiver is obtained from Client and shall not be made available by Consultant to any individual or organization without prior written approval of Client except as may be ordered by a court of competent jurisdiction. The provisions of this paragraph shall survive the expiration or earlier termination of this Agreement.

15. Plans, etc. Property of Client. All original plans, drawings, and specifications prepared by Consultant and any and all sub-consultants for Client and funded by Client are and shall remain the property of Client whether or not the Project for which they are made is executed. This shall not apply to proprietary software or documentation that may be provided to Client and that was developed independent of funding by Client. Consultant assumes no liability for any use of the Drawings and Specifications other than that originally intended for this Project. Originals, including electronic forms of the data prepared by Consultant and funded by Client shall become the property of Client. No reports, records, questionnaires, software programs provided by Client, or other documents produced in whole or in part by Consultant under this Agreement, shall be the subject of an application for copyright by or on behalf of Consultant.

16. Public Records Request. Correspondence, reports, and other written work that is generated during the course of the relationship created by this Agreement, may be requested by third parties pursuant to the Washington State Public Records Act (RCW 42.56 et. seq.). The parties agree that in the event that such a request is filed, the party with whom the request is filed will promptly notify all other parties to this Agreement. The parties further agree that they will not disclose any such requested material until at least ten (10) business days after providing notification to all other parties to this Agreement. The intent of this clause is to provide all parties the opportunity to seek injunctive relief pursuant to RCW 42.56 so as to protect the vital functions of those entities. This clause shall survive the termination or expiration of this Agreement.

17. Electronic File Compatibility. All electronically transmitted output must be compatible with existing Client software. Consultants shall check with Client for software application and system compatibility.

18. Pollution. Client acknowledges that Consultant is not responsible for the creation or presence of contamination or pollution, if any, at the property except to the extent that such a discharge, release, or escape is caused by the intentional or negligent act, or failure to act, of Consultant. For the purpose of this clause, contamination conditions shall mean the actual or alleged existence, discharge, release, or escape of any irritant, pollutant, contaminant, or hazardous substance into or upon the atmosphere, land, groundwater, or surface water of or near the property. Consultant will promptly notify Client of contamination conditions, if identified.

Notwithstanding the foregoing, Client does not herein waive any cause of action for damages resulting from Client's reliance on any misrepresentation (made either knowingly or negligently) by the Consultant with regard to the presence of any contamination or pollution.

19. Assignment. Consultant shall not transfer, sublet, or assign any rights under, or interest in, this Agreement (including, but not limited to, rights of action, monies that are due, or monies that may be due) without the prior written consent of the Client.

20. Payment of Sub-Consultants. Client may request Consultant certify that it has paid its sub-consultants in full for all work encompassed by invoices that Client has paid. Consultant shall be solely responsible for the performance of and payment to its sub-consultants. All such sub-consultants shall possess all licenses and insurance as required by the laws of the State of Washington.

21. Waiver. A waiver by either Party of any covenant, term, or condition of this Agreement must be in writing. Such a waiver will not affect the waiving party's rights with respect to any other or further breach.

22. Non-Discrimination. In connection with the performance of this Agreement, the Consultant shall not discriminate against any employee or applicant for employment because of race, color, creed, religion, sex, sexual orientation, national origin, age, marital status, genetic information, honorably discharged veteran or military status, presence of a sensory, mental, or physical disability, or use of a trained dog guide or service animal. The Consultant shall take affirmative action to ensure that applicants are employed and the employees are treated during employment without regard to their race, color, creed, religion, sex, sexual orientation, national origin, age, marital status, genetic information, honorably discharged veteran or military status, presence of a sensory, mental, or physical disability, use of a trained dog guide or service animal, or any other protected class.

23. Disputes. At the Client's sole option, all claims, disputes, and other matters in question between Client and Consultant arising out of or relating to this Agreement, the breach thereof, or Work thereunder, shall be decided by arbitration conducted in accordance with the Construction Industry Arbitration Rules of the AAA then governing, or by an arbitrator mutually agreed upon by the parties. If Client elects to arbitrate any such dispute, Client and Consultant shall be bound by any findings and award of such arbitration finally and without recourse to any court of law other than for the enforcement of the arbitrator's decision. As between the parties to this Agreement, the substantially prevailing party shall be entitled to an award of its attorneys' fees, costs, and expert fees incurred. Client and Consultant expressly grant the arbitrator the authority to award attorneys' fees and costs.

If the Client does not select Arbitration as the means of dispute resolution, all other claims, disputes, and other matters in question between Client and Consultant arising out of or relating to this Agreement, the breach thereof, or work thereunder, shall be decided by an action filed exclusively by litigation. The parties irrevocably waive their right to federal court jurisdiction and their right to a trial by jury.

24. Jurisdiction. This Agreement is made and delivered in the State of Washington and shall be construed and enforced in accordance with the laws thereof. Jurisdiction and venue for any disputes under this Agreement shall be solely in Superior Court for King County, Washington. Each party expressly waives the right to a jury trial.

25. Entire Agreement. This is the entire agreement between the parties. It may not be altered or modified except by a written amendment to this Agreement that references the intent of the parties to amend this Agreement. There is no other oral or written understanding between the parties concerning this matter. Consultant specifically understands that no Client employees other than the designated Client representative or his/her supervisors are authorized to direct the work of Consultant.

26. Signing Authority. Anyone signing this Agreement by said signature certifies that he/she has the authority to execute said document on behalf of Consultant and that his/her signature is binding upon the firm or corporation.

27. Severability and Survival. If any of the provisions contained in this Agreement are held for any reason to be invalid, illegal, or unenforceable in any respect, the invalidity, illegality, or unenforceability will not affect any other provision, and this Agreement will be construed as if it did not contain the provision. All express representations, waivers, indemnifications, and limitations of liability included in this Agreement, will survive its completion or termination for any reason, subject to applicable states of limitation or repose.

EXHIBIT A

[SCOPE OF WORK]

I. PROJECT UNDERSTANDING

MLA was contacted due to initial structural concerns the owners identified during their planning for upcoming piping and mechanical system modifications. Visible cracks and signs of concrete deterioration as well as two actively leaking pipes were noted as immediate concerns during our site meeting. The project objectives are to provide a structural assessment of the surge tank in its current condition, provide repair recommendations, provide support connections to the surge tank for the piping and mechanical modifications project, and provide treatment options for extension of service life.

II. SCOPE OF WORK

Phase A: Condition Assessment Report

- Task A.1: Make on-site observations, document conditions with photos, and review drawings, where available, of original design. On-site work is assumed to be limited to one visit.
- Task A.2: Provide a report for review and comments that includes:
 - Description of overall current condition
 - Description and photos of specific areas of concern Outline of recommendations for critical repairs
 - Outline of recommendations for extension of service life
 - Additional repairs, treatments, coatings, anodes, etc.
- Task A.3: Provide final report
 - Update report to include comments from Owner

Phase B – Construction Documents – Mechanical Systems Upgrade Project

- Task B.1: Participate in team meetings to coordinate and provide structural support for the piping and mechanical system modifications project.
- Task B.2: Develop construction documents to include repair and retrofit details for new and existing pipe penetrations, details for critical concrete repairs, and details for anchorage of mechanical equipment to the surge tank.
- Task B.3: Provide details for additional repairs, treatments, coating, etc. for service life extension.

Phase C – Services during Bid & Construction – NOT INCLUDED

- Task C.1: Review contractor submittals, shop drawings, and photos of construction. Respond to RFI's. Review special inspection field reports.
- Task C.2: Make on-site observations. Includes three site observations, inclusive of a pre-construction meeting at the site and a final punch-list visit near the conclusion of construction.

III. PROFESSIONAL FEES

BASIC DESIGN PHASE SERVICES	PROFESSIONAL SERVICES FEES
Phase A: Condition Assessment Report	\$5,500.00
Phase B: Construction Documents	\$6,800.00
TOTAL Phase A + B Fixed Sum	\$12,300.00

IV. ADDITIONAL SERVICES

Additional services, if requested, will be billed at the hourly rates Reflected on Exhibit B. These services include, but are not limited to:

- Testing of materials
- Additional trips to the site.
- An increase in the project scope, construction budget and/or schedule extensions that add(s) to the scope or complexity of the structural system and the hours required to provide the structural design. Structural evaluation, repairs, and modifications are limited to the surge tank structure.
- Means and methods of construction, such as erection plans, lifting of prefabricated elements, sequence of construction and accessibility to the site.

V. EXCLUSIONS

- Services during Bid and Construction
- Identification and removal of hazardous materials.
- Testing of materials in the existing structure.
- Construction cost estimating.
- Development of shop drawings.
- Design of vendor-supplier pre-manufactured items, such as railings or pipe supports.
- Geotechnical engineering testing and report.

VI. ASSUMPTIONS

- Drawings of existing surge tanks and supporting elements are available and accurate to use for performing the assessment and developing repair details.
- MLA's scope of work is limited to structural design. Other professionals may be required to provide services that may include civil, architectural, mechanical, water filtration, electrical, and permitting of the documents.
- Vendor supplied items, if needed, such as railing and ladders, hatch, equipment supports, pipe supports, etc. shall be bidder-designed, which shall be separately engineered by a Professional Engineer who is retained by the Contractor and included in the Contractor's bid price. Vendor supplied items may be specified or represented in the construction documents, but will not be finalized as part of the Phase B design phase. Where services during bid and construction are added to MLA's scope and fee, MLA will provide final review of the Contractor's submittals to confirm proper integration of the vendor-designed items into the project's structural design.
- The project will be completed before the end-of-year 2025.

VII. HOURLY RATES (for use in negotiating additional services beyond the fixed sum basic services contract amount)

Provided in Exhibit B: Rate Sheet

EXHIBIT B

[RATE SHEET]

Reimbursable Expenses are in addition to the hourly rates. These costs may include, but are not limited to:

- in-house plots (\$4/full, \$1/half & \$.50/11 x 17)
- in-house photocopies (\$.15-\$.75 varies w/ size/color)
- outside prints, courier & other services (cost x 1.1)
- digital photographs (\$1.00 per print)
- mileage (\$.55/mile) or Uber or Zipcar at cost x 1.1
- postage at cost x 1.1

Standard Hourly Rates

Michael Leonard, S.E., Director of Engineering	\$264/Hr
Principal VI	\$225/Hr
Sr. Associate Engineer V	\$195/Hr
Engineer IV	\$175/Hr
Engineer III	\$135/Hr
Engineer - EIT	\$110/Hr
Sr. CAD/Revit Manager/Drafter	\$140/Hr
Sr. Administrative Assistant	\$115/Hr

Rates are subject to change on Jan 1st of each year.

Des Moines Pool Metropolitan Park District

AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 8a **Assigned to:** District GM **Meeting Date:** 6/24/2025

Under: New Business **Attachment:** Yes

Subject: Payment Systems Changes (first touch)

Background/Summary:

For over three years, I have been trying to get our current provider for payment processing, Heartland Payment Systems (current provider), to update our systems to include chip reading. This is due to changes from credit card swipers to card chip readers that are more secure.

The pool district also works with Authorize.net as a gateway, which the pool district has no issues with, and is very professional. The pool district is only looking at separating from Authorize.net due to the need to use Heartland Payment Systems as a broker.

In May 2025, CivicRec announced that they would be managing their own payment systems, which would seamlessly integrate payment systems into the CivicRec software. Beyond streamlining these processes and having the ability to utilize chip reader technology at the front desk, the district would be able to take advantage of the following.

- Next day reporting on payments for credit card transaction fees in CivicRec
- Apple, Google Pay and other payment systems that make it easier for patrons, especially young people pay (also not carry credit cards to pool)

Another item to be aware of is that CivicRec will start charging an additional \$1,540 in 2025-2026. This will bring the total payment up to around \$6,300. (Formerly \$4,900). This is still much cheaper than other software options available. I have included total charges based on 2024 annual credit card processing for comparison.

We also met with Heartland Payment Systems on June 11, who is looking at updating our agreement, which is attached, the lease can be setup for 12-, 24- or 36-month duration. They are also looking at adding card reader functionality to our systems. They are offering us a discount if we stay with them. The main issue that continues is getting them to provide hardware for chip reader that will interface with CivicRec. They keep offering options that do not match CivicRec's payment interface. (We are still awaiting access to our account.)

Attached are information provided by each company including comparison of fees, services and equipment.

The goal of this process is a first touch at this meeting, and a second touch (action) at the July 23 meeting. The goal is to have the updated systems set in place in August during our closure.

Fiscal Impact: CivicRec Changeover: Equipment Purchase + Fee Changeovers (attached).
Heartland Payment Systems include

Proposed Motion: No motion. First touch.

**Reviewed by Legal
Counsel:**

Yes _____ **No** _____

Date: _____ **Will have
look over
agreements.** _____

Two Touch Rule:

6/24/2025

7/23/2025

To Be Determined

Committee Review

First Board Meeting (Informational)

Second Board Meeting (Action)

Action Taken:

Adopted _____

Rejected _____

Postponed _____

Follow-up Needed:

Yes _____

No _____

Reporting Back Date: _____

Notes: Attachments:

- For Both: Comparison sheet between services
- Google AI Reviews for both companies
- CivicRec: Letter about system, payment processing overview, payment terminal overview w/ spec sheets on 2500, 3000 and 3600, and statement of work (does not include 2025-2026 estimate for payment)
- Heartland Payment Systems: Estimate (Awaiting) – Not Included

Subject: [ACTION REQUIRED]: Upcoming Implementation of CivicPlus Recreation Management Payments
Date: Monday, June 2, 2025 at 7:00:31 AM Pacific Daylight Time
From: Thomas Trapp
To: Scott Deschenes
Attachments: Outlook-Facebook.png, Outlook-LinkedIn.png, Outlook-X.png, Outlook-CivicPlus.png, CivicPlus_Recreation_Management_Payment_Solution_FAQ.pdf

Good morning, Scott,

I'm reaching out to inform you about an important upcoming change: the implementation of **CivicPlus Recreation Management Payments** — our new payment solution embedded directly into Recreation Management (formerly known as CivicRec) designed to simplify and streamline your operations.

To support this transition, CivicPlus will migrate your system from your current payment gateway and processor to our in-house solution. Moving forward, **Recreation Management Payments will be the only payment gateway/processor option available without additional annual fees.**

Key Benefits of the New Payment Solution:

- **Unified, Secure Platform:** Simplify your operations with a single, secure system built specifically for Parks & Recreation, supported by one team for both platform and payment needs.
- **Improved Financial Oversight:** Access real-time reporting and streamlined reconciliations within one platform, fully integrated under the CivicPlus portfolio.
- **Transparent Cost Structure:** Eliminate budget surprises with clear, predictable pricing—no hidden or annual fees beyond transaction merchant fees and [payment terminal costs](#) (if applicable).
- **Expert Dispute Support:** Leverage in-product guidance and expert assistance to confidently manage and resolve disputes.

We strongly recommend adopting **Recreation Management Payments** to maximize efficiency and reduce administrative overhead. For more details, please refer to the attached FAQ.

If you choose not to migrate, you may opt out. However, please note that doing so will incur an **External Processor Activity Fee**, based on your Actual Processing Value, billed annually at renewal. This fee covers the cost of maintaining external integrations and would be in addition to the fees charged by your gateway and processor providers.

Next Steps:

Please confirm receipt of this message at your earliest convenience. To proceed with the migration, a **Statement of Work (SOW)** must be signed. Once I hear back from you, I'll request the necessary information to begin scheduling the migration.

We want to ensure you're fully informed ahead of your renewal. If you have any questions or would like to discuss this further, feel contact me or use my [scheduling link](#) to book a meeting time that works for you.

Best regards,
Thomas

Thomas Trapp

Renewal Specialist • **CivicPlus**

P: 785-370-7799

[civicplus.com](#) | [Let's have a conversation - book a meeting here.](#)

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Powering and Empowering Government

CREDIT CARD TRANSACTION COMPARISON

Des Moines Pool Metropolitan Park District

June 24, 2025, Board Meeting

FINANCIAL BREAKDOWN

	CivicRec (Based on 2024 Data)	Heartland Payment Systems
Per Transaction Fees	\$969.90 (3233 *\$0.30)	Awaiting access from Heartland but estimate the total below from past years. \$8,916.84
3 to 3.5% Fees	\$4,460.70 (3%*\$154,790)	
ACH	\$0 (1% capped at \$5)	
ACH Returns/Rejects	\$0 (\$15/Transaction)	
Annual Device Fee (CC Terminals)	\$240/year (2*\$120)	
Annual Fee for Outside Services (1% on annual bill)	\$0.00	\$1,548.00**
PCI Compliance Fee	\$0.00	\$2,400.00 (\$200/month for non)*
Annual Gateway Fee	\$0.00	\$2,543.20 Est (Authorize.net)
Batch Fees	\$0.00	\$9,125.00 (\$25/Day)*
Setup Fees	\$0.00	\$0.00 (current)
New External Devices	See attached.	See attached.
TOTAL PAID IN 2024 (Estimate for CivicRec)	\$5,670.60	\$13,008.24

*Included in total.

**Annual fee from CivicRec to support non-CivicRec payment systems.

SWOT ANALYSIS

	CivicRec (Based on 2024 Data)	Heartland Payment Systems
Strengths (main)	Seamlessly works with Rec Mgmt Software. Ability to use chip readers, Apple Pay and other cards. (No wallet). Speed up transactions. More Affordable.	Discounts available for credit cards. Currently work with.
Weaknesses	New system. May have some bugs. No discounts below set rates.	Poor customer service over years. Lots of changeover. Extra fees. Still waiting for access to account. Promised things, but never follow up.
Opportunities	Push for younger users, and patrons that do not want to carry their wallets. Less opportunity for thefts. Reports that can be used the next business day.	Renegotiate agreement with fear of leaving.
Threats	Cannot think of any at this time.	Finally have good customer service rep but took six years and dozens of calls. Company has lots of turnover. May not be able to provide credit card terminal that interface with software.

REVIEWS OF HEARTLAND PAYMENT SYSTEMS VS CIVICREC SOFTWARE

Taken from Google Search

HEARTLAND PAYMENT SYSTEMS

Heartland Payment Systems reviews are mixed. While some customers praise the platform's ease of use, transparency, and secure payment processing, others express concerns about high fees, hidden charges, and poor customer service. Some reports suggest that Heartland has been charging fees without proper explanation, raising them unexpectedly, and failing to address customer issues.

Pros:

Ease of Use:

Some users find Heartland Payment Systems easy to set up and use, even for those not tech-savvy.

Secure Payment Processing:

Heartland offers secure payment processing, which is a significant factor for businesses needing to protect customer data.

Customer Support:

Some customers have found Heartland's support team responsive and helpful.

Transparency:

Some users appreciate Heartland's transparency in credit card fee information.

Versatile Payment Options:

Heartland Payments+ allows businesses to accept various payment methods, including online orders.

Scalability:

Some users find Heartland to be scalable and able to accommodate business growth.

Secure Data Handling:

Heartland Secure is advertised as the most secure card processing solution in the industry, backed by a comprehensive warranty.

Cons:

High Fees and Hidden Charges:

Some customers report high credit card processing fees and unexpected charges.

Poor Customer Service:

Several reviews mention issues with Heartland's customer service, including slow responses and difficulty resolving issues.

Communication Issues:

Some users have experienced problems with communication, including delayed statements and lack of information regarding fees.

Lack of Transparency:

While some appreciate transparency, others find Heartland's fee structure unclear and complex.

Lack of BBB Accreditation:

Heartland Payment Systems is not accredited by the [Better Business Bureau](#).

Data Breach History:

Heartland Payment Systems experienced a data breach in 2008, which could be a concern for some users.

REVIEWS OF HEARTLAND PAYMENT SYSTEMS VS CIVICREC SOFTWARE

Taken from Google Search

CIVICREC PAYMENT SYSTEMS **NEW!**

CivicRec, a recreation management software, generally receives positive feedback, particularly for its user-friendliness, intuitive interface, and helpful support from CivicPlus. Many users find it an excellent solution for online registration and reservation, with a focus on improving efficiency and engaging the community. However, some users have noted areas for improvement, including customization options for certain programs and potential mobile usability issues. Payment system is a new process they added this year. **All pros and cons are based on their registration software.** No reviews of payment systems yet (too new).

Pros:

User-Friendly and Intuitive:

Many users praise CivicRec's ease of use, both for staff and public users, making it a great fit for transitioning to online registration and reservations.

Excellent Support:

Reviewers consistently mention positive experiences with CivicPlus's support team, highlighting their helpfulness.

Integration with City Websites:

CivicRec's ability to integrate with city websites ensures a consistent user experience.

Data Access and Insights:

The software's ability to track online traffic and other data provides valuable insights for improving programming and facilities.

Constant Updates and New Features:

CivicRec is known for adding new features and updates regularly, ensuring the software remains relevant.

(FROM District GM) Streamline Process

One less vendor with reporting built into software and more transparent system.

Cons:

Customization Limitations:

Some users wish for more customization options, particularly for programs like drop-in activities.

Customization Limitations:

While generally positive, some reviews mention issues with CivicRec's mobile web page, especially with the navigation and missing campsite data at certain locations.

Implementation and Setup:

While the software is easy to use once implemented, the initial setup and building out can be time-consuming.

OVERALL: CivicRec is generally viewed as a strong solution for recreation management, offering a user-friendly platform, solid support, and valuable data insights. However, potential users should be aware of the limitations in customization and the potential for mobile usability issues, especially when reserving campsites at certain locations.

**CivicPlus**

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

Quote #:**Date:****Expires On:**

Statement of Work

Q-101290-1

5/28/2025 1:59 PM

7/27/2025

Client:

Des Moines Pool Metropolitan Park District, WA

Bill To:DES MOINES POOL METROPOLITAN PARK
DISTRICT, WASHINGTON

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Thomas Trapp		thomas.trapp@civicplus.com		Net 30

One-time(s)

QTY	PRODUCT NAME	DESCRIPTION	12 Month Value
2.00	Terminal Ingenico Lane 3600	Terminal Ingenico Lane 3600	USD 1,220.00

Recurring Service(s)

QTY	PRODUCT NAME	DESCRIPTION	12 Month Value
1.00	Recreation Management Annual Renewal	Recreation Management Annual Renewal	USD 5,197.50
1.00	CivicPlus Payments Package	CivicPlus Payments to be applied to product	USD 0.00
1.00	CivicPlus Payments - Merchant Fees (MFTCPA)	Per Tran .30 ACH 1% ACH Max \$5 ACH Reject \$15 CC 3% AMEX 3.5% Dispute \$15	USD 0.00
2.00	Terminal Support Annual Fee	Terminal Service Annual Fee -Per Terminal	USD 240.00

Total Investment - Initial Term	USD 6,657.50
Annual Recurring Services (Subject to Uplift)	USD 5,437.50

Initial Term	7/27/2025 - 7/26/2026, Renewal Term 7/27 each calendar year
--------------	---

Initial Term Invoice Schedule	100% invoiced on Initial Term start 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.

Acceptance of Quote # Q-101290-1

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/>

Authorized Client Signature

CivicPlus

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)

Lane/3000

Designed for all payment types



- Robust design for even the most demanding situations
- High-end keypad for a seamless PIN entry
- Integrates easily into any environment
- Enhanced payment security with PCI PTS 5.x & 6.x certification



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Designed to manage thousands of transactions per day, the Lane/3000 is a cutting-edge retail PIN Pad, ideal for multiple use cases and environments including retail, hotels, and restaurants. Available in two forms, the retailer can choose between the Deluxe or the Basic version.



Flexible options for different business needs

This cutting-edge solution is available in two models: The Basic (Non-Modular) and the Deluxe (Modular). The Basic model focuses exclusively on processing EMV payments for multi-lane checkout use cases. The Deluxe model includes optional high-end features such as a camera, POE, Wi-Fi or Bluetooth. With these solutions, businesses can choose whether they want to focus on the core payment or offer more flexibility by promoting a range of other innovative payment and communication options.

Compatible with Ingenico's suite of services

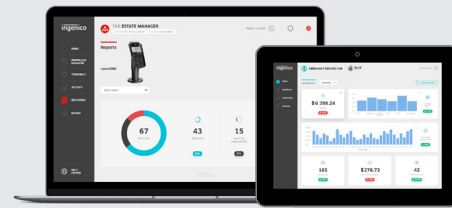


Security you can count on

The Lane/3000 is certified and fully compliant with the latest global and local PCI Regulations (PCI PTS 5.x & 6.x). The Telium TETRA OS has been future-proofed with top-of-the-line cryptography software and Ingenico's world-class peer-to-peer encryption technology to keep data safe. Designed to be fixed to each lane, Lane/3000 is equipped with anti-theft systems, such as Kensington locks, to strengthen physical security.

Designed for retailers

Designed for retail usage, the Lane/3000 is featured with a heavy-duty magstripe and smartcard readers optimized to boost transaction speeds. Its very large dedicated contactless card reader zone speeds up checkout times for customers. With its compact and robust design, it integrates into any retail environment, including semi-unattended retail store kiosks.



Lane/3000 is supported by our Cloud Services

			MODULAR	NON-MODULAR
Processor	<ul style="list-style-type: none"> Applications & Crypto Processor 	<ul style="list-style-type: none"> Cortex A5 	✓	✓
Memory	<ul style="list-style-type: none"> Internal External 	<ul style="list-style-type: none"> 256 MB Flash, 128 MB RAM Micro SD up to 32 GB 	Optional	N/A
OS		<ul style="list-style-type: none"> Telium TETRA HTML5 	✓	✓
SAM			Up to 3	1
Card Reader(s)	<ul style="list-style-type: none"> Magstripe Smart Card Contactless 	<ul style="list-style-type: none"> ISO1/2/3, 500K reads lifespan EMV Level 1, 500K reads lifespan EMV Level 1 3.0 spec compliant 	✓	✓
Camera		<ul style="list-style-type: none"> 2M pixels (QR code library embedded) 	Optional	N/A
Display (Non-Touch)	<ul style="list-style-type: none"> Color 	<ul style="list-style-type: none"> 2.8" backlight, QVGA (320x240 pixels) 	✓	✓
Keypad		<ul style="list-style-type: none"> 15 keys, raised markings, backlight 4 function keys 	✓	✓
Audio	<ul style="list-style-type: none"> Buzzer Audio Jack Speaker 	<ul style="list-style-type: none"> Stereo Mono 	Optional	N/A

			MODULAR	NON-MODULAR
Terminal Connectivity	<ul style="list-style-type: none"> Wired Wireless 	<ul style="list-style-type: none"> Ethernet 10/100 base T Wi-Fi and Bluetooth 	Optional	N/A
Terminal Connections	<ul style="list-style-type: none"> USB Serial Powered USB Powered RS 232 Powered Ethernet External Power Supply 	<ul style="list-style-type: none"> USB Host USB Slave 1 RS232 USB Retail 12 V POE Compliant with 802.3af (1) 	12V Optional	5V & 12V N/A Option
Stand Mounting		<ul style="list-style-type: none"> Universal Payment Mount 	✓	✓
Terminal Size		<ul style="list-style-type: none"> 3.26" x 7.08" x 1.69" (83 x 180 x 43 mm) 	✓	✓
Weight		<ul style="list-style-type: none"> 8.89 oz (254 g) 	✓	✓
Environment	<ul style="list-style-type: none"> Operating temperature Storage temperature Relative humidity 	<ul style="list-style-type: none"> 32°F to 122°F (0 to +50°C) -4°F to 131°F (-20 to +70°C) 104°F (85% HR at +40°C) 	✓	✓
Accessories	<ul style="list-style-type: none"> Privacy shield (factory mounted) 	<ul style="list-style-type: none"> PCI compliant 	✓	✓
Security	<ul style="list-style-type: none"> PCI PTS Anti-removal Anti-theft 	<ul style="list-style-type: none"> PCI PTS 5.x & 6.x certified, rated for attended and self-service semi-attended use cases Active connector removal Kensington lock receptacles Secure mounts available 	Optional	Optional



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LANE/3600

Fast, secure and compact
PIN Pad solution



- Ensure best-in-class transaction flow with an extensive contactless zone
- Integrate easily with your retail environment thanks to its compact size and wide range of accessories such as standpole and kiosk adaptation plate
- Provide a user-friendly, compact terminal for easy self-checkout

With its compact design, the Lane/3600 fits perfectly in any retail or hospitality environment.

Optimized for payment

- All payment methods accepted, one easy-to-identify contactless reader.

Designed for an intensive use in retail

- Powerful processing to increase transaction speed
- Boosted memory (Up to 512MB RAM 256MB FLASH)
- High speed processor (Cortex A7)

Robust device for demanding retail environment

- Display with glass lens
- High-performance card & swipe insertion.

Easy integration into semi-attended kiosks

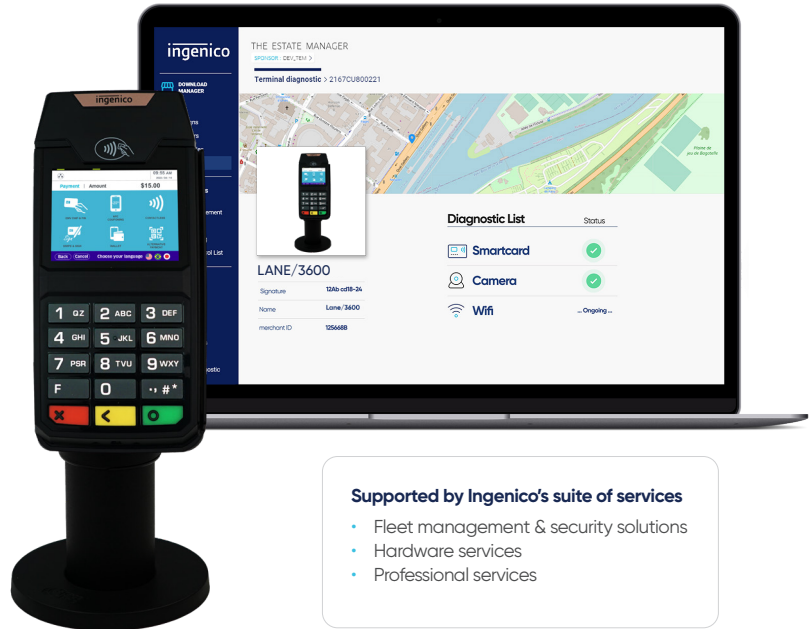
- With optimized dimension and adaptation plate.

Rear and fast QR code reader integrated camera

- Full-integrated 0.3MP rear camera

Highest security

- PCI PTS v6
- Optional PCI PTS certified privacy shield
- Detection of abnormal cable's removal to alert and up to inhibit the terminal in case of threats
- Secured lock receptacle



Supported by Ingenico's suite of services

- Fleet management & security solutions
- Hardware services
- Professional services

Specifications

OS		• Telium TETRA	✓
Memory		• 256 MB Flash, 256 MB RAM • 256 MB Flash, 512 MB RAM	✓ Option
Processor	• Application & Crypto processor	• Cortex A7	✓
SAM	• SAM slots	• 1	✓
Card readers	• Magnetic card reader • Smart Card • Contactless	• ISO 1/2/3 (500K reads lifespan bi-directional swiping) • EMV L1 (500K reads lifespan) • EMV Contactless L1 3.0 certified	✓ ✓ ✓
Integrated Camera		• 0,3M pixels (QR code library embedded)	Option
Display		• 2.8"backlight, glass lens, QVGA (320x240 pixels)	✓
Touchscreen	• Capacitive	• Finger (1000K lifespan signature)	Option
Keypad	• Physical keys	• 15 keys, raised markings, backlit • 4 function keys (non-touch version) • Laser etched	✓ Option Option
Audio	• Buzzer • Audio Jack • Speaker	• Stereo • Mono	✓ Option Option
Security	• PCI PTS • Anti-removal • Anti-theft	• PCI PTS 6 certified • Active connector removal • Secured lock receptacle	✓ ✓ ✓
Terminal Connections	• HDMI	• HDMI	✓
Terminal Connections via Accessories	• Ethernet • USB • Serial • Powered USB • Powered RS 232 • Com Box • POE Box • External Power Supply	• Ethernet 10/100 base T • USB Host • USB Slave • 1 RS232 • 5V and 12 V (USB retail) • 12 V • Power over Ethernet Option	✓ ✓ ✓ ✓ ✓ Option Option Option
Stand Mounting	• Universal Payment Mount		✓
Privacy PIN shield	• Standard privacy shield	• PCI PTS certified (factory mounted)	Option
Color customisation	• Rear casing		Option
Terminal Size	• Terminal only	• 167x82x40 mm (6.6x3.2x1.6")	✓
Terminal Weight	• Terminal full option without PINshield	• 227g (8oz)	✓
Environment	• Operating temperature • Storage temperature • Relative humidity	• 0 to +45°C (32°F to 113°F) • -20 to +55°C (-4°F to 131°F) • 85% HR at +40°C (104°F)	✓ ✓ ✓
Accessories	• Height privacy shield • POE Box	• BITS pinshield • Power over Ethernet	Option Option



Lane/7000

Secure, sleek and smart for an enhanced checkout experience



- Engage consumers with a large multimedia touchscreen and user-friendly HTML5 interface
- Quick and easy payment options to improve checkouts
- Integrate simply into any environment
- Help reduce PCI-DSS audit scope with seamless semi-integrated configuration options



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Designed for speed and efficiency, the Lane/7000 creates new points of consumer engagement that improve brand loyalty and drive additional sales.



Future-proof payment security

PCI PTS 6.x certified solution, the Lane/7000 is natively designed to meet local regulations and ensure long-term compliance. It uses the latest cryptographic schemes with future-proofed encryption, while additional anti-theft systems, such as cable removal detection and Kensington locks, offer further protection.

Support for all payment options

The Lane/7000 supports EMV chip & PIN, EMV chip & sign, and magstripe transactions, as well as the broadest range of contactless NFC, mobile wallet, and alternative payment methods. Each method is available by selection and LED indicators guide the user for a intuitive and easy experience.

Consumer-friendly design enabling greater customer engagement

An intuitive, interactive device, the Lane/7000 transforms the point of sale into a point of engagement. Using HTML5, it offers the same user experience, touchscreen capabilities, and user-friendly interface as a tablet computer. Multimedia support is also available along with Bluetooth and barcode scanning.

Lower total cost of ownership

Available remote diagnostics, as well as preventive maintenance capabilities, reduce the total cost of ownership and protect your hardware investment. Support for semi-integrated configurations simplifies compliance with the latest PCI DSS security standards while minimizing your compliance costs.

Industry-proven and reliable technology

Backed by 40 years of development experience, the Telium TETRA operating system is the perfect combination of payment expertise and web-based design creativity. It offers powerful security mechanisms to protect transaction data while enabling the rich content of HTML5 web-based applications.

Compatible with Ingenico's suite of services

Keeping the solutions connected, the Lane/7000 works in unison with Ingenico's supporting service platforms, meaning merchants will have access to business services such as estate management reporting. Software updates and day-to-day support deliver a hassle-free experience.

Processor	<ul style="list-style-type: none"> • Crypto & Applications Processor • Cortex A5 	✓
Memory	<ul style="list-style-type: none"> • Internal • External • 512 MB Flash, 512 MB RAM • Micro SD up to 32 GB 	Optional
OS	<ul style="list-style-type: none"> • Telium TETRA HTML5 	✓
SAM	<ul style="list-style-type: none"> • 3 	Optional
Card Reader(s)	<ul style="list-style-type: none"> • Magstripe • Smart Card • Contactless • ISO1/2/3, 500K reads lifespan • EMV Level 1, 500K reads lifespan • EMV Level 1 compliant 	✓
Display	<ul style="list-style-type: none"> • Color • 5" backlight WVGA, TN* display (800x480) • 5" backlight WVGA, AWVA** display (800x480) 	Optional
Touchscreen	<ul style="list-style-type: none"> • Capacitive • Finger & stylus (1000K lifespan signature) 	✓
Stylus	<ul style="list-style-type: none"> • Passive • Tethered included 	✓
Keypad	<ul style="list-style-type: none"> • 15 keys, raised markings, backlit 	✓
Camera	<ul style="list-style-type: none"> • 5M pixels autofocus (QR code library embedded) 	Optional
Audio	<ul style="list-style-type: none"> • Buzzer • Audio Jack • Speaker • Stereo • Mono 	Optional

Terminal Connectivity	<ul style="list-style-type: none"> • Wired • Ethernet 10/100 base T • Ethernet switch • WiFi and Bluetooth 	Optional
Terminal Connections	<ul style="list-style-type: none"> • Wireless • USB • USB Host • 2nd USB Host • USB Slave • 1 RS232 • 12 V (USB retail) • 12 V • POE Compliant with 802.3af (1) • Serial • Powered USB • Powered RS 232 • Powered Ethernet • External Power Supply 	Optional
Stand Mounting	<ul style="list-style-type: none"> • Universal Payment Mount 	Optional
Terminal Size	<ul style="list-style-type: none"> • 7.44" x 5.89" x 1.38" (180 x 152 x 35,2 mm) 	✓
Weight	<ul style="list-style-type: none"> • 20.56oz (583g) 	✓
Environment	<ul style="list-style-type: none"> • Operating temperature • Storage temperature • Relative humidity • 32°F to 122°F (0 to +50°C) • -4°F to 131°F (-20 to +70°C) • 85% HR at 104°F (+40°C) 	✓
Accessories	<ul style="list-style-type: none"> • Privacy shield • PCI compliant 	✓
Security	<ul style="list-style-type: none"> • PCI PTS • Anti-removal • Anti-theft • PCI PTS 6.x certified • Active connector removal • Kensington lock receptacles • Secure mounts available 	Optional

* TN: Twisted Nematics

**AWVA: Angle Wide Vertical Aligned to provide a better viewing angle, better color depth and no grey inversion phenomenon



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Des Moines Pool Metropolitan Park District

AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 8b **Assigned to:** District GM **Meeting Date:** 6/24/2025

Under: New Business **Attachment:** Yes

Subject: *Engineer of Record Process*

Background/Summary:

The Des Moines Pool MPD currently does not have an engineer of record. This is becoming more of a need as the Mount Rainier Pool is continuing to have emergency repairs mainly due to the facility being past its functional lifespan. There are also parts the district needs to repair or prolong the life of parts.

The district is small and is dependent on contractors for many of its administrative and maintenance functions and having an engineer of record should help the district be more responsive to repairs.

There are also \$1.648 million in grant programs coming up in the next year that will require help in engineering, bidding and ensuring the quality of the work. An engineer of record can directly provide these services or help contract specialty services.

The District GM is recommending using MRSC Rosters. MRSC Rosters legally functions as the Small Works Roster for its agency members, which include the pool district.

Per section 4 of the Resolution: Consulting Services Roster. The District shall use the MRSC Rosters Consultant Roster to meet the requirements of RCW 39.80.030 when soliciting Architectural, Engineering and Land Surveying services and may use the process for other Consulting Services at the discretion of the District General Manager (Director of Aquatic Operations) ...

The firm deemed most highly qualified by the agency to do the project will be selected for contract negotiations.

The District General Manager will work with the Capital and Contracts Committee to recruit, interview and make a recommendation to the full board. This will be performed at a future public meeting.

The district met with Highline School District in hopes they could work to share or partner on these services, but unfortunately, no agreement could be established.

The goal is to try to get this done, so we can utilize the \$213K grant that ends before the 12/31/2025.

This process does not include the emergency engineering for the surge pit that is currently occurring.

Fiscal Impact: All funds for this project should be covered by the \$1.438 million Best Starts for Kids Grant, and an additional \$213 thousand for the KC Parks Aquatic Facilities Grant. All 2025 fees for this grant project for the engineer of record will be covered.

Proposed Motion: No motion. Informational only.

Reviewed by District Legal Counsel: Yes X No Date: Various

Three Touch Rule: N/A Committee Review
 12/10/24 First Board Meeting (Informational)
 To Be Determined Second Board Meeting (Action)

Action Taken: Adopted Rejected Postponed

Follow-up Needed: Yes X No Report back date: N/A

Notes: Attachments:

- MRSC Rosters – Engineer of Record
- Timeline
- Cover Letter
- Interview Questions
- Scoring Sheets

Engineer of Record

MRSC SMALL WORKS ROSTER

January 28 Board Meeting

IN-STATE W/ POOL EXPERIENCE

INNOVA ARCHITECTS (Formerly ORB)

UBI #: 603107031

Parent Company/Legal Business Name: INNOVA Architects, Inc

Website URL: www.innovaarchitects.com

Name: Scott Saladis

Address: 950 Pacific Avenue, Suite 450 Tacoma, WA 98402

Phone: 253-572-4903

Email: ssaladis@innovaarchitects.com

Can you be awarded emergency work: No

OAC SERVICES INC.

UBI #: 600047642

Parent Company/Legal Business Name:

Website URL: www.oacsvcs.com

Name: Diana Brown

Address: 2200 1st Avenue South, 200 Seattle, WA 98134

Phone: 253-709-3478

Email: dbrown@oacsvcs.com

Can you be awarded emergency work: Yes

SCHEMETA WORKSHOP INC.

UBI #: 602450813

Parent Company/Legal Business Name: Schemata Workshop, Inc.

Website URL: <http://www.schemataworkshop.com>

Name: Grace Kim

Address: 1720 12th Avenue Seattle, WA 98122

Phone: 206-285-1589

Email: grace@schemataworkshop.com

Can you be awarded emergency work:

STEMPER

UBI #: 601985889

Parent Company/Legal Business Name:

Website URL: www.stemperac.com

Name: Melody Leung

Address: 4000 Delridge Way SW Ste 200 Seattle, WA 98106

Phone: 206-624-2777

Email: Melody@stemperac.com

Can you be awarded emergency work: Yes

OUT-OF-STATE W/ POOL EXPERIENCE

BKF ENGINEERS

UBI #:

Parent Company/Legal Business Name: BKF Engineers

Website URL: bkf.com

Name: Kaitlin Virding

Address: 1646 N. California Blvd., Suite 400 Walnut Creek, CA 94596

Phone: 503-886-8991

Email: kvirding@bkf.com

Can you be awarded emergency work: Yes

RSS ARCHITECTS

UBI #: 602717070

Parent Company/Legal Business Name:

Website URL: <http://rarchitectur1002.qwestoffice.net>

Name: Randal S. Saunders

Address: 2225 Country Club Road Woodburn, OR 97071

Phone: 503-982-1211

Email: randy-rssarch@qwestoffice.net

Can you be awarded emergency work: Yes

TRES WEST ENGINEERS

UBI #: 600215991

Parent Company/Legal Business Name: Tres West Engineers

Website URL: <http://www.treswest.com>

Name: Susan West

Address: 2702 S 42nd Street Suite 301 TACOMA, WA 98409

Phone: 253-472-3300

Email: marketing@treswest.com

Can you be awarded emergency work: Yes

ENGINEER OF RECORD PROJECT SCOPE

June 4, 2025

OVERVIEW

1. (June 24) Board Meeting: Project scope

Present board the scope of the project including deadlines, etc.

2. (June 25) Emails/Letter to MRSC Rosters (attached)

Send attached cover letter with information to setup follow-up questions and how to submit.

3. (July 7) Deadline for Applicants

Send applicants to Capital and Contracts Committee as they are received.

4. (July 8-19) Interviews

Interview applicants from list. Use interview questions and scoring sheets to develop recommendation to full board. The interview will be by Capital and Contracts Committee (or designee).

5. (July 22) Board Meeting

The Capital and Contracts Committee will make a recommendation to the full board.

6. (July 23-??) Contract Negotiations

The agreement will be negotiated with the chosen firm to be brought back to full board. A special meeting may be scheduled, if there is anything that is time-sensitive.

7. (August 26) Board Meeting for Contract Review

The full board will ratify the agreement, or ask the District GM to make changes.



8. (August 26 or Later) Implementation plan


The implementation plan will involve setting up work plans for both grants, and other critical repairs.


- For the larger grant, a bid packet process will need to be setup.
- For the smaller (\$213k) grant, they will need to see if we can salvage a closure between swim seasons or over Xmas break.

Engineer of Record (EOR) Interview Evaluation Form

Moines Pool Metropolitan Park District/ Mount Rainier Pool

 **Date of Interview:** _____  **Firm Name:** _____

 **Interviewee(s):** _____

 **Contact Information:** _____

Scoring Scale:

1 = Poor | 2 = Fair | 3 = Satisfactory | 4 = Good | 5 = Excellent

1. Firm & Experience Overview (15 Points)

Question	Score (1-5)	Notes
Firm's experience with municipal or public swimming pools		
Experience with renovations, repairs, & capital projects		
Familiarity with Washington State codes & regulations		

Total Score (out of 15): ____

2. Engineering & Technical Expertise (20 Points)

Question	Score (1-5)	Notes
Approach to assessing aging pool infrastructure		
Energy efficiency & sustainability expertise		
Experience with system upgrades while keeping a pool operational		
Familiarity with HVAC, dehumidification & pool water treatment		

Total Score (out of 20): ____

3. Project Management & Communication (15 Points)

Question	Score (1-5)	Notes
Ability to manage schedules & budgets effectively		
Communication strategy with agency & stakeholders		
Experience balancing compliance, budget constraints & operational needs		

Total Score (out of 15): ____

4. Design, Innovation & Future Planning (15 Points)

Question	Score (1-5)	Notes
Experience incorporating ADA accessibility & universal design		
Design strategies for multi-use pools (recreation, competition, therapy)		
Ability to assist in long-term capital planning for aquatic facilities		

Total Score (out of 15): ____

5. Compliance, Permitting & Construction Oversight (15 Points)

Question	Score (1-5)	Notes
Knowledge of permitting requirements in Washington State		
Experience overseeing construction quality & contractor management		
Post-construction services (warranties, troubleshooting, staff training)		

Total Score (out of 15): ____

6. Availability & Team Structure (10 Points)

Question	Score (1-5)	Notes
Qualifications of assigned project engineer & team		
Firm's availability for ongoing support & consulting		

Total Score (out of 10): ____

7. Final Questions & Firm's Understanding of Project Needs (10 Points)

Question	Score (1-5)	Notes
Understanding of opportunities & challenges for Mount Rainier Pool		
Quality of questions asked by the firm & engagement level		

Total Score (out of 10): ____

Total Overall Score (out of 100): _____

✓ **Strengths of this firm:**

⚠ **Concerns or weaknesses:**

📁 **Additional Notes:**

👤 **Interviewed By:** _____

📅 **Date:** _____

Des Moines Pool Metropolitan Park District

AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 8c. Assigned to: District GM Meeting Date: 6/24/2025

Under: New Business Attachment: Yes

Subject: *Single Sex Swim Requests (first touch)*

Background/Summary:

The Des Moines Pool MPD received a request from an instructor for single sex swims.

The board will discuss this request.

Fiscal Impact: Depends on future interest.

Proposed Motion: No motion. Informational only.

Reviewed by District Legal Counsel: Yes X No Date: Various

Three Touch Rule: N/A Committee Review
 06/24/2025 First Board Meeting (Informational)
 To Be Determined Second Board Meeting (Action)

Action Taken: Adopted Rejected Postponed

Follow-up Needed: Yes X No Report back date: N/A

Notes: Attachments:

- Single Sex Swims Presentation

Single Sex Swim Lessons

June 24 Regular Board Meeting

Request Email (Name Redacted)

Original Email

Good afternoon!

I teach at Pacific and I have several girls that want to learn how to swim but come from strict muslim families that will not let them swim around males.

Is there any to create a woman's only lesson time so that they can be accommodated? The lack of swimming knowledge, but the desire to keep up is a little frightening for me as someone who grew up on a lake and watch drownings happen on a regular basis.

I polled the girls and they said their parents would be willing to allow them to join and the idea was EXTREMELY popular.

I know finances are tight, especially now, but I wanted to put this community need on your radar.

Thank for so much for your support!

Sincerely,

NAME REDACTED

Their Follow-up

Thank you!

I figured it was just not on your radar as the community is still fairly new and has only hit a population where organizing something like this is fiscally viable in the last few years.

I will try to get to the meeting next week so I can talk about the need on a personal level.

Thank you for your swift response, and the girls will appreciate it!

Sincerely,

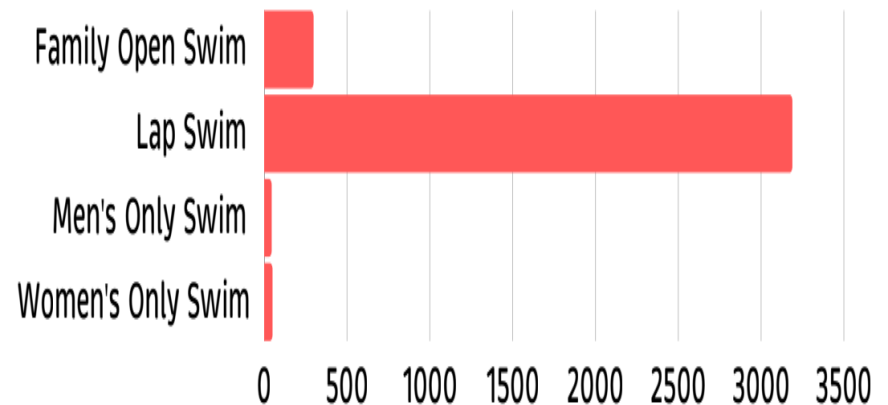
NAME REDACTED

NOTE-I emailed again but have not received a response as of putting this packet together.

Staffing

- Requires:
 - staff to be all-female or all male
 - **Single Sex Swim:** Requires Minimum 4-5 staff of single sex (plus available subs)
 - **Swim Lessons:** Requires 2-4 additional staff (plus available subs)
 - **Total Staff Required for Lessons:** Requires 6-10 (with subs).
 - **If you do lessons, you probably need to do both. (2 hours)**
- Limitation Factors:
 - **Minor Work Regulations:** 15-year-olds limited after 7pm on weekdays
 - **OSHA (Breakdown Requirements):** Need at least one staff 18 and over to deal with mechanical issues.
 - **Available Staff:** We do not currently have enough staff to offer swim lessons. We might have enough to offer single-sex swims but may have to cancel some if cannot find a substitute.
 - **Current Programming Impact:** What programs need to be cut/moved?
 - Weekday nights – Cut back family swims
 - Saturday afternoons– Cut back rentals and limit PTSA swims
 - Sunday afternoons – Best available time, but may be hard to staff

From other district (Q1 participation)



Steps Toward Single Sex Swim Lessons

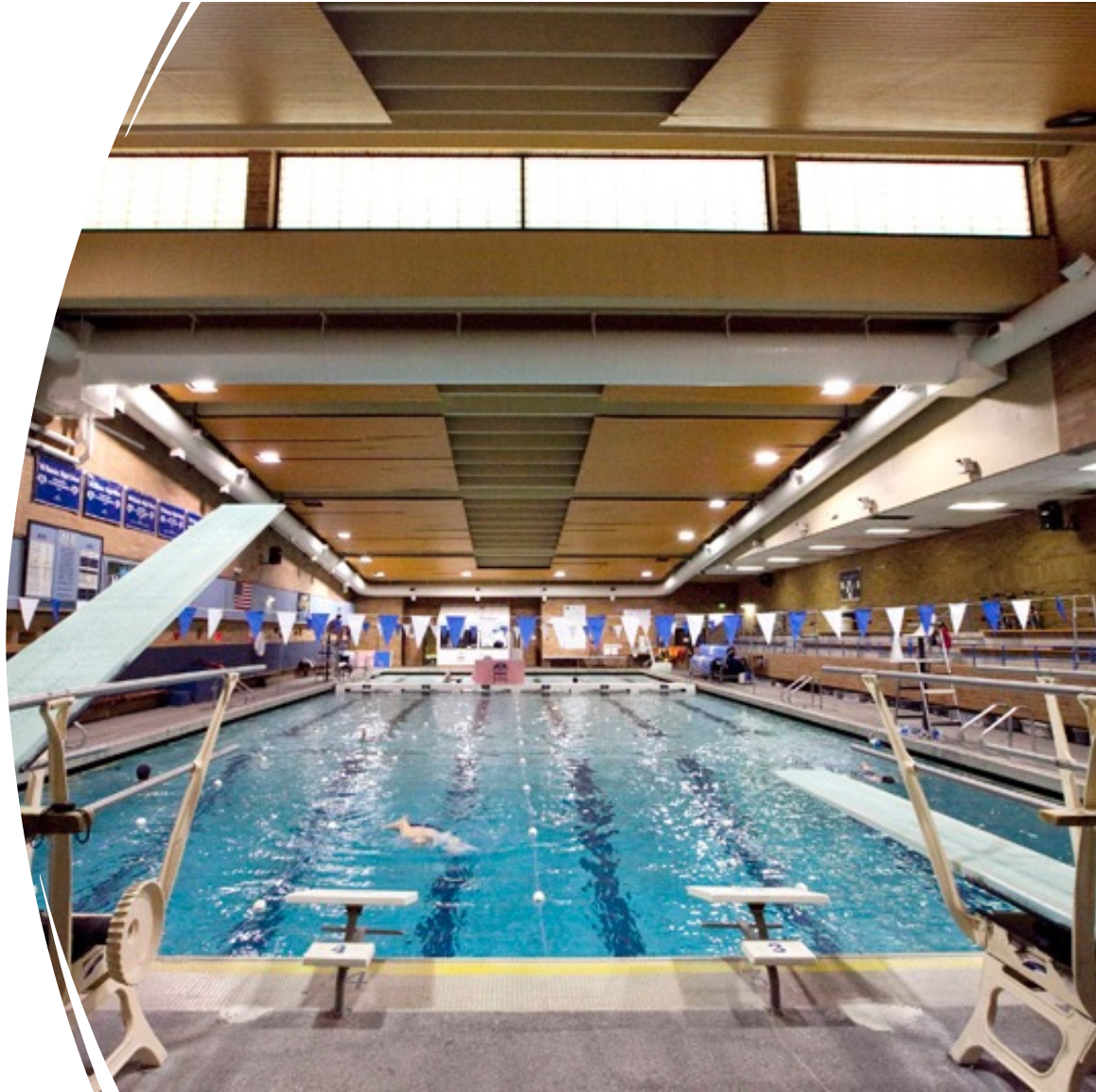
- **Retrofit:** Will need to figure out way to secure door in hallway. May need to install door buzzer and camera for access. Also, may need to put screen outside door, so people cannot look in. Also, will need to purchase/install blinds on exterior window.
- **Staffing:** Need to identify gaps in staffing to better meet needs. First, need to identify suggested times, which will need to be fully staffed by each sex.
- **Training:** Need to train staff that are not only working swims, but entire staff to not enter the pool. Must include protocols/EAPs for breakdowns during this time.
- **Loss of Revenue:** This program is a benefit to the community, but it is replacing Family and Lap Swim times in the evenings. This will reduce opportunities that will diminish pass sales and daily fees. Also requires 30-minute transitions between each swim for a total loss of one hour of programming per week.
- **Communication:** Need to develop system with users of these programs that helps communicate when we do not have ample staff of a single-sex.
- **Gauge Interest:** We have received a request from one person, and it is important to see if there is enough support to develop a full program. It might be good to offer an open meeting, or other feedback mechanism to ensure there is enough interest to develop a sustainable program.

Other Factors

- **Legal Advice:** Recommends offering to both sexes.
- **Education/Processes:** Educate staff and community about closures and that even though there are people in facility, they cannot have access. Ensure both groups understand the importance of these programs.
 - Issue was debated by both sides in 2013.
- **Priorities:** Where does this fit into our priorities?
- **Quality:** If we cancel these swim due to staffing?

Other Pools in Area

- Seattle:
 - Rainier Beach CC –
 - Single Sex Swims - Women Only (No Mens Only) – Sun, 4:25-5:35pm (LP Only)
 - Swim Lessons – Sunday, 5:30p & 6p (1 class each only)
 - No Single Sex Swims or Lessons at Ballard, Colman, Evans, Madison, Medgar Evers, Mounger, Queen Anne, and Southwest
- Evergreen: Monday and Wednesday, 12:15-1:15 Female, Tuesday and Thursday Male (most in area)
- Tukwila: Sundays 1:30-2:30 Men's and 3-4pm Women's
- None: FWCC, KCAC, Auburn, Covington, Fife, Hazen and Lindbergh



Suggestion

- Wait to see if there is more interest. Maybe host a meeting this fall.
 - When Tukwila set theirs (2013), there were forty people that showed up to support it
- If interest, ensure have adequate staffing to ensure long-term success of program
- Start with swims to build interest in swim lessons
- Once enough interest and staff to cover, work on adding swim lessons
- Ensure at all steps there is adequate staffing to not only cover programming.
- *NOTE-I think this is a good idea in the long-run, but there is not enough support at this time, and we would have to cut back family swims.*

Des Moines Pool Métropolitain Park District

AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 8d **Assigned to:** Aquatics Manager **Meeting Date:** June 24, 2025

Under: New Business **Attachment:** Yes

Subject: August Closure Proposal

Background/Summary:

The Mount Rainier Pool has a series of critical projects that need to be completed. Attached is a proposed project outline to not only complete projects but best utilize the staff's time. It is also important to offer value to people returning from the closure and utilize the extra summer staff to accomplish some projects including organization and deep cleaning.

Our initial estimate is being closed from August 4-24, but if we are unable to finalize some projects, we will lower the closure frame. We would rather offer a larger closure and be able to reduce the amount of time needed than the other way around.

This closure is scheduled between the end of summer swim lessons, and the start of Highline School District practices that start on Monday, August 25.

Fiscal Impact: To Be Determined. Depends on Values.

Proposed Motion: No motion. Informational only.

Reviewed by District Legal Counsel: **Yes** ADD **No** _____ **Date:** ADD

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: **Yes** _____ **No** _____ **Report back date:** _____

Notes:

Attachments:
- 2025 Closure Outline (Proposed)



AUGUST 2025 CLOSURE

AUGUST 4-24

BELOW IS AN IDEAL SCHEDULE OF ITEMS FOR CLOSURE
SOME ITEMS ARE TENTATIVE DUE TO TIME AVAILABLE

OVERALL

- ☐ Grant and Critical Maintenance Projects
- ☐ Cleaning including Deep Cleaning of Air Ducts, Locker Rooms and Pool Tiling
- ☐ Surplus, Tracking, Organization and Purging of Non-Essential Items (Including Storage)
- ☐ Public Records Tracking and Archiving (Moved to Fall If Not Enough Time)
- ☐ Smaller Facility Projects
- ☐ Upgrades to Systems/Processes

GRANT AND CRITICAL PROJECTS

- ☐ Surge pit structural repairs (\$ unknown at this time)
- ☐ King County Parks Grant repairs to plumbing, filters and **water tanks** (dependent on lien paperwork)
- ☐ Electrical Critical Repairs (\$38k + taxes + potential other hidden costs)
- ☐ Air Handling and HVAC Upgrades (\$1.438 million) – moved to 2026

CLEANING & WARRANTY WORK

- ☐ Deep clean of locker rooms and air handling (Contracted, est \$5k)
- ☐ Deep Cleaning of rest of facility including offices (TBD)
- ☐ Cleaning lawns and tree debris
- ☐ Roof warranty repairs (Contact HSD again)

SURPLUS, TRACKING, ORGANIZING AND PURGING

- ☐ Per SAO Audit, need to develop systems and track items
- ☐ Reorganize storage and storage areas of pool. Clear up space for better organization of public records
- ☐ Surplus: Sell, donate and purge all non-essential items of value (including old computers-cleaned)

- ☐ Prepare to eliminate office in later 2025, early 2026

PUBLIC RECORDS (COMING IN FALL)

- ☐ Clear space and install shelving for records. Isolate space and develop organizing system. Ensure records area easy for staff to access.
- ☐ Ensure records follow public records retention rules
- ☐ Work to upload all records to digital archiving
- ☐ Work to ensure space for additional records from office to be moved later in the year.

SMALLER FACILITY PROJECTS

- ☐ Resecure banners
- ☐ Add beauty bark to public spaces (for 50th Anniversary)
- ☐ Parking lot potholes
- ☐ Paint curbs with yellow paint
- ☐ Fill potholes and cracks in parking lot and sidewalks

UPGRADES TO SYSTEMS AND PROCESSES

- ☐ Change payment systems (or keep same)
- ☐ (Optional) Add remote access and camera for single sex swim setup (or other modifications)
- ☐ (Not suggested at this time) Installation of gate for parking lot
- ☐ Other suggested items

All items on this list are subject to change.

Des Moines Pool Métropolitain Park District

AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 8e **Assigned to:** District GM **Meeting Date:** June 24, 2025

Under: New Business **Attachment:** Yes

Subject: Electrical Repairs (Critical)

Background/Summary:

The Mount Rainier Pool lost power to the equipment room and some exterior lights. When MacDonald Miller's electricians came out to research the problem, it was discovered that there were numerous issues, mainly attributed to aging and the effects of humid air on the wiring.

Attached is an estimate from MacDonald Miller that was setup by the City's Project Manager. The estimate is set as an NTE (not to exceed), not including taxes. It was developed to ensure the pool district had adequate funds to make the repairs.

Repairs will not be bid out for this project as it is included in the service agreement with MacDonald Miller.

These repairs are outside of the grant; staff applied for earlier this year from King County Youth Amateur Sports (KCYAS) to repair the power boxes at the pool that are also in poor shape.

The District GM is recommending approving this agreement at the June 24 meeting to ensure enough time to source parts for work during the August closure.

Fiscal Impact: As detailed in the attached NTE estimate, not including applicable taxes. Funds are available in the current non-contracted repairs. (\$38,248 + DM/WA Taxes of 10.1% = \$42,111.05)

Proposed Motion: I move to authorize the District General Manager to approve electrical repairs at the Mount Rainier Pool by MacDonald Miller Facility Solutions in an amount not to exceed \$43,000, excluding taxes. The work addresses aging infrastructure and humidity-related damage to the equipment room and exterior lighting and will be completed under the District's existing service agreement during the August closure.

Reviewed by District Legal Counsel: **Yes** ADD **No** _____ **Date:** ADD

<u>Two Touch Rule:</u>	<u>N/A</u>	Committee Review
	<u>06/24/2025</u>	First Board Meeting (Informational)
	<u>N/A</u>	Second Board Meeting (Action)

Action Taken: **Adopted** _____ **Rejected** _____ **Postponed** _____

Follow-up Needed: **Yes** _____ **No** _____ **Report back date:** _____

Notes:

Attachments:

- MacDonal Miller Proposal #1248CW

June 5, 2025

Proposal #1248CW



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

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 various lighting fixtures and investigate additional power issues.

SCOPE & INCLUSIONS

Base Scope

- Perform a preconstruction site walk to verify conditions and begin project detailing
- Replace eleven (11) exterior lights
- Replace six (6) emergency bug eye lights
- Replace four (4) vapor proof lights in maintenance room
- Replace conduit degraded by prolonged exposure to pool chemical vapors, which feeds the maintenance room
- Investigate and troubleshooting issues related to the power feeding the lights in the maintenance room
- Investigate and troubleshooting issues related to two (2) exhaust fans
- Rental of a scissor lift to reach working areas
- Close out package
- 1-year parts & labor warranty

EXCLUSIONS (unless specifically stated above)

- Assuming all replaced lights have working power. Running new conduit or pulling new wire is outside of this scope. A change order can be provided for this additional scope.
- 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 equipment associated with tariffs, levies, duties or taxes
- Washington State Sales Tax

LEAD TIMES (as of date above, subject to change)

- Equipment: 1-2 weeks from date of order

CLARIFICATIONS & ASSUMPTIONS

- Troubleshooting is defined as discovery and verifying issues. Findings will be provided and a change order for the additional scope will be provided as requested
- 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 \$38,248 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

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:** 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.

Submitted by: 
Chris Watson / Account Executive

Acceptance: I agree to the terms hereof and acceptance 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
CLARITY****EXPECT
EFFICIENCY****EXPECT
COMFORT**

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	<p>MACDONALD-MILLER FACILITY SOLUTIONS, LLC. SHALL NOT BE LIABLE TO CUSTOMER FOR ANY INDIRECT, INCIDENTAL, CONSEQUENTIAL 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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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 complete the work does not preclude recovery of damages for delay by Contractor.</p>
Default	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.
Term	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 Customer
General	<p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>Any notice required by this Agreement shall be deemed received, delivered in person, or by facsimile or sent by mail.</p>

Des Moines Pool Métropolitain Park District

AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 8f **Assigned to:** District GM/Public Outreach **Meeting Date:** 06/24/25

Under: Old Business

Attachment: Yes

Subject: Public Outreach Calendar

Background/Summary:

The Mount Rainier Pool will be participating in the attached public outreach calendar for 2025. The goal of the outreach is to balance quality of services at the pool with outreach to maximize resources.

Fiscal Impact: N/A

Proposed Motion: Information Only!

Reviewed by District Legal Counsel: **Yes** _____ **No** _____ **Date:** N/A

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: **Yes** _____ **No** _____ **Report back date:** _____

Notes:

- Public Outreach Calendar – Summer 2025 (June – August)

Des Moines Pool Metropolitan Park District

Summer Public Outreach (June 1 – August 30)

Below is an outline of public outreach events the Mount Rainier Pool will be attending and setting up informational booths at. This requires staff setup outside of other responsibilities including running the Mount Rainier Pool. This does not include the District GM attending Rotary and other public meetings and events.

<u>Event</u>	<u>Date & Time</u>	<u>Why?</u>
Daycare Outreach	Friday, May 30 th , 2:30-3:30pm (no setup required)	Bring water safety awareness to children of the daycare and inform parents of upcoming swim lessons registration.
Valley View Resource Fair	Friday, June 6, 11am-1pm (Setup @ 8:30am)	Outreach to Valley View Elementary for summer programs.
Woodmont Carnival	Friday, June 6, 5:30-7:30pm (Setup@ 4:30pm)	Outreach to Woodmont K-8 for summer programs.
Midway Park Event	June 12-18, 12:30-2:30pm <Will select a day>	Graduation, end of the year, and time dedicated to swim lessons, certifications and summer training.
Waterland Children's Festival	Friday, July 18, 1-5pm (Setup @ To be determined)	Promote 50 th Anniversary and water safety.
Des Moines Waterland Parade	Saturday, July 19, 5-7:30pm (Setup @ 4:30pm)	To promote MRP and water safety in community. Includes pizza party after event.
Closure/Storage Organization (Do Not Book!)	August Dates: To be determined.	Want to avoid mid-August to focus staff on cleaning of storage and transitioning space for new public records usage.
Des Moines Farmer's Market, Family Day (TENTATIVE)	Saturday, August 30, 10am-2pm (Setup @ 9am)	Outreach to families about upcoming Fall programming and 50 th Anniversary. (CLOSURE TIME)

EVENT KIT:

The following is an event kit to be stored at the Mount Rainier Pool or storage that contains event materials.

- Pop-up tent 10'10' (1)
- Truck Straps (4)
- Bucket with Lids & Handles (5) Use to fill with water as weights for tent.

- Chairs (4)
- Kiddie Pool (1)
- Rubber Ducks for Games (1 box)
- Clip Board (5)
- Pencils and Pens
- Name Tags (1 Box)
- Permanent Markers (1 Box)
- Rocks or weights to weigh down flyers (8)
- Cooler (1)
- Flyer cover with Email Blast Sign-up information
- Email blast signup roster (if they want us to sign them up)
- MRP hats for staff (1 box)

PROMOTIONAL FLYERS/HANDOUTS:

List of informational items to hand out at events to help inform public and better utilize our time. Number below are to bring to each event. Extras will be stored in lobby.

- Facility schedules (100) – Second page w/ kids swim free logo
- Swim lesson flyers (50) – scholarship information
- Monthly Save the Dates Flyers (50)
- Lifeguard Employment/Certification/Interest List Flyer (25)
- Giveaway Ducks (1 full box)

DAY OF/BEFORE EVENT:

Disposable items that will need to be picked up or done before event. We can buy the water bottles and sunblock at Costco and keep stored.

- Ice for cooler (2 bags)
- Water Bottles (minimum 1 case) – more for longer events
- Sunblock (2 -3containers)

Des Moines Pool Métropolitain Park District

AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 8g **Assigned to:** Aquatics Manager **Meeting Date:** 06/24/25

Under: New Business **Attachment:** Yes

Subject: Summer Programming Schedule

Background/Summary:

The aquatics manager will be presenting the summer programming schedule that will include increased hours, and the plan to serve the most people with swim lessons.

This summer there will be no grants to cover free programming, so the district is making adjustments to best serve the most people with available staffing.

The current schedule was implemented on May 19 and runs through July 6. The next schedule will take place on July 7 and run through the August closure. A tentative schedule is attached.

All information is tentative and subject to change.

Fiscal Impact: N/A.

Proposed Motion: No motion. Informational only.

Reviewed by District Legal Counsel: **Yes** **No** X **Date:**

<u>Two Touch Rule:</u>	<u> N/A </u>	Committee Review
	<u> N/A </u>	First Board Meeting (Informational)
	<u> N/A </u>	Second Board Meeting (Action)

Action Taken: **Adopted** **Rejected** **Postponed**

Follow-up Needed: **Yes** **No** **Report back date:**

Notes:

- Summer Programming Outline
- July 7 Schedule Update (through closure) - TENTATIVE

SUMMER 2025 SCHEDULE AT A GLANCE

Mount Rainier Pool/Des Moines Pool MPD

I. OVERALL SCHEDULE:

- a. Mon-Fri, 5am-9pm (closed for cleaning and training 2-4pm)
 - i. Open Swim 1-2pm, Mon-Thu, Fri 1-3pm Camp KHAOS
- b. Sat, 8am-2pm (5pm with rentals)
- c. Sun, 9am-1pm
- d. July 7 Schedule – Send out last week of June/first week of July (to be determined)

II. SWIM LESSON OPTIONS (Weekdays start July 7):

- a. Saturdays, 8-11:30am (through August 2nd)
- b. Monday & Wednesday, 9*-11am (through July 30th)
- c. Tuesday & Thursday, 9*-11am (through July 31st)
- d. Monday & Wednesday, 4-6pm (through July 30th)
- e. Tuesday & Thursday, 4-6pm (through July 31st)
- f. Adult weekday classes: Monday and Wednesday, 6-6:45pm
- g. No Camp KHAOS Lessons.
- h. Registration:
 - i. Current, June 25th, 4:30pm
 - ii. New Resident, June 27, 5pm
 - iii. New Non-Resident, June 27, 6:30pm
- i. Private Swim Lessons: Fill into open class spots due to low enrollment.
**Deep end classes may start at 8:30am on weekdays.*

III. SAVE THE DATES:

- a. Rest of June Events:
 - i. HSD Schools Last Day – June 25
 - ii. Lifeguard Certification Course - June 28 & June 30-July 3
 - iii. Lifeguard Recertification Course – Reschedule (to be determined)
 - 1. Get more people by delaying.
 - iv. Summer In-Service – June 21
- b. July Events:
 - i. \$1 First Thursday Senior (All-Day) – July 3rd
 - ii. Independence Day (Closed) – July 4th
 - iii. \$1 First Saturday Open Swim (1-2pm) – July 5th
 - iv. No Saturday Swim Lessons – July 5th
 - v. Swim Lessons Start – July 7th & 8th (end July 30th & 31st)
 - vi. Waterland Children's Festival (10am-2pm) – July 18th
 - vii. Waterland Parade (5:45-7pm) – July 19th

c. August Events:

- i. \$1 First Saturday Open Swim (1-2pm) – August 2nd
- ii. \$1 First Thursday Senior (All-Day) – July 31st – (due to closure)
- iii. Facility Closure/Cleaning – August 4-24
- iv. First MRHS Practice (3-6pm) – August 25
- v. DM Farmer's Market – Family Day (10am-2pm) – August 30
- vi. Labor Day – Pool Closed (September 1)



Mount Rainier Pool

(Tentative) July 7 – August 1, 2025

Summer Schedule

KIDS SWIM FREE (See below for more info)



Shallow End (83°F – 85°F)

Water Walking	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
	5a-7:30a 11a – 1p	5a -Noon	5a-7:30a 11a – 1p	5a -Noon	5a-7:30a 9a – Noon	11:30a – 1p	9a-11:30a
Family Swim	Noon – 1p 7p-9p***	Noon – 1p 6p-7p**** 8p-9p	Noon – 1p 7p-9p***	Noon – 1p 6p-7p**** 8p-9p	Noon – 1p 5p-9p	11:30a – 1p *****	11:30a-1p**** N/A
Water Exercise (Shallow Water)	7:45a -8:45a	7p-8p	7:45a -8:45a	7p-8p	7:45a -8:45a	N/A	N/A

Deep End (83°F – 85°F)

Water Exercise (Deep Water)	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Lap Swim	5a-8:30a (6 lanes) 8:30a-11a (4 lanes) 11a-1p (6 lanes) 7p-9p (6 Lanes)	5a-8:30a (6 lanes) 8:30a-11a (4 lanes) 11a-1p (6 lanes) 7p-9p (6 Lanes)	5a-8:30a (6 lanes) 8:30a-11a (4 lanes) 11a-1p (6 lanes) 7p-9p (6 Lanes)	5a-8:30a (6 lanes) 8:30a-11a (4 lanes) 11a-1p (6 lanes) 7p-9p (6 Lanes)	5a-1p (6 lanes) 7p-9p (6 Lanes)	10:30a – 11a (4 lanes) 11a-11:30a (5 lanes) 11:30a-1p (6 lanes) N/A	9a-1p (6 lanes) N/A

Entire Pool (83°F – 85°F)

Open Swim	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
	1-2p	1-2p	1-2p	1-2p	1-2p	1p – 2p	N/A

*Family Swim: Shallow end only.

** Open Swim: Include family swim in the shallow end

***Daily Rate: Access to all swims except for Water Exercise and Swim Lessons.

**** Reduced family swim hours because swim lessons will be from 4-6:45pm on Monday and Wednesday's.

*****Free practice swim times for swim lesson participants and 1 parent.

FRONT OFFICE HOURS: Please feel free to stop by the front desk or call us at the hours below.

- Monday-Friday: 9a – 1p and 4-7:30p
- Saturday: 9a – 1:30p
- Sunday: 9a-1p

WEBSITE: Check out our updated website with new schedule page including tentative future schedules, fees, insurance membership programs, scholarships, swim lessons and more. Use QR Code below for more information.

KIDS SWIM FREE: All children, ages 0-18 can swim. This covers Family and Open Swim, Lap Swimming, and Water Exercise. There is no other commitments. This program will run through the End of Summer or until the grant runs out.



SATURDAY OPEN SWIM INFORMATION

1st Saturday of the Month
(\$1 Swim)

All Other Saturdays of the Month (Regular Fees)



Des Moines Pool Métropolitain Park District

AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 8h **Assigned to:** Aquatics Manager **Meeting Date:** 06/24/25

Under: New Business **Attachment:** No

Subject: Swag Program

Background/Summary:

The aquatics manager will be presenting ideas for a Swag program.

They will bring information to the meeting on June 24.

Fiscal Impact: N/A.

Proposed Motion: No motion. Informational only.

Reviewed by District Legal Counsel: **Yes** **No** X **Date:**

<u>Two Touch Rule:</u>	<u> N/A </u>	Committee Review
	<u> N/A </u>	First Board Meeting (Informational)
	<u> N/A </u>	Second Board Meeting (Action)

Action Taken: **Adopted** **Rejected** **Postponed**

Follow-up Needed: **Yes** **No** **Report back date:**

Notes:

- No attachments. Information will be brought to the meeting.

Des Moines Pool Metropolitan Park District

AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 9 Assigned to: Board President

Meeting Date: June 24, 2025

Under: Executive Session

Attachment: None

Subject: District General Manager Review

Background/Summary:

The Board of Commissioners will meet to discuss evaluation of the District General Manager.

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.

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.

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: Yes _____ No _____ Report back date: _____

Notes:

-No attachments.

Des Moines Pool Metropolitan Park District

AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 10 **Assigned to:** District GM **Meeting Date:** June 24, 2025

Under: Meeting End **Attachment:** None

Subject: Good of the Order

Background/Summary:

1. Good of the Order: Around the table for board and staff to share any updates outside of the regular business on the agenda.

2. Next board meeting (unless special meeting scheduled):

- *July ??, 2025, Special Meeting, To Be Determined., Location DMPMPD Office (22015 Marine Drive So. #2B, Des Moines, WA)*
- *July 18 & 19, 025, Waterland Days Festivities: More information coming soon.*
- *July 22, 2025, Regular "Hybrid" Board Meeting, 7:00 p.m., Location DMPMPD Office (22015 Marine Drive So. #2B, Des Moines, WA)*

3. End of Meeting:

Fiscal Impact: _____

Proposed Motion: No motion necessary.

Reviewed by Legal Counsel: **Yes** _____ **No** _____ **Date:** N/A

Two Touch Rule:	<u>N/A</u>	Committee Review
	<u>N/A</u>	First Board Meeting (Informational)
	<u>N/A</u>	Second Board Meeting (Action)

Action Taken: **Adopted** _____ **Rejected** _____ **Postponed** _____

Follow-up Needed: **Yes** _____ **No** _____ **Reporting Back Date:** _____

Notes:

- No attachments.