



Des Moines Pool Metropolitan Park District

September 17, 2024
7:00 p.m.
Special "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: 850 1304 0453; Passcode: 370126. 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**

7:03 **3. ADOPTION/MODIFICATIONS OF AGENDA**

7:04 **4. ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATION**

7:05 **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, September 17. 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.

6. OLD BUSINESS

7:10 a. EDR/MDR Cybersecurity

7:15 b. District Financial Update

7:25 c. Website and Registration Translation Project

7:35 d. Grant Projects and 2025 Closure

7. NEW BUSINESS

7:45 a. Insurance Rates/Next Steps

7:55 b. 2025 Budget Process

8:05 c. SAO Audit

8:15 **8. GOOD OF THE ORDER**

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 due to COVID-19. See the information above to join a meeting. If you have any questions, please contact Scott Deschenes, District General Manager, 206.429.3852.

8:20 **UPCOMING MEETINGS**

- September 24, 2024, Regular Board Meeting, 7:00 p.m., Location DMPMPD Office (22015 Marine Drive So. #2B, Des Moines, WA)
- October 22, 2024, Regular Board Meeting, 7:00 p.m., Location DMPMPD Office (22015 Marine Drive So. #2B, Des Moines, WA)

ADJOURNMENT

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

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Des Moines Pool Métropolitain Park District

AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 6a Assigned to: District GM Meeting Date: September 17, 2024

Under: Old Business

Attachment: Yes

Subject: Cyber Security Updates

Background/Summary:

The following item was introduced at the January 23, 2024, board meeting, and no action was decided at that meeting. CMIT has again recommended that we make the following changes to our security for the district's 12 contracted licenses/workstations and our server.

The recommendation came after completing Washington Cities Insurance Authority's (WCIA) Cyber Survey. WCIA is recommending more controls at the endpoint on users' laptops, desktops and servers. CMIT put the following recommendation together in response.

The district has contracted CMIT since 2017. They provide services for all our workstations, server, and overall systems at the pool and administration offices. They also help ensure PCI compliance and comprehensive security for our district. As of May 2024, there have been no cybersecurity intrusions since they started providing services.

In January 2024, their president and owner sent out a recommendation for updates and later sent an email with how much this would affect our organization.

At the July 23 board meeting, the President of CMIT, Dallas Stewart made a presentation. Since that presentation, both SeaTac Airport and Highline School District have been hit by cyber-attacks.

The District GM met with CMIT, and they discovered one license that could be removed lowering it from 12 to 11 licenses. This along with the Secure Pro price tag with lower the budgeted change from \$420 to \$220/month (plus another \$100/month of savings on one less licenses) to cover the laptops, POS stations, routers and server. All monies will keep the cybersecurity plan for 2024 within budget (see attached). For 2025, it will add \$220/month to the budget or \$2,640 for the year.

The District GM is recommending the Secure Pro (middle option) cyber security program. Staff utilize laptops that may be used over multiple networks. The added security should help. I spoke with Mr. Stewart, and he stated this would help with our cybersecurity.

Fiscal Impact: This would add up to an additional \$660.00 to the budget. (Depending on when it is instituted.) See attached total financial breakdown for more information.

Proposed Motion: I move to approve the District General Manager to add the Secure Pro cybersecurity upgrades to the CMIT contracted services not to exceed \$2,700 per year.

CMIT Proposal Effects on 2024 Budget DES MOINES POOL METROPOLITAN PARK DISTRICT

Below are the budget impacts of the proposed upgrades to the 2024 budget. The budgeted amounts are for an entire year.

	2023 Actuals	2024 Budgeted	Additional Fees Oct-Dec 2024	Totals
IT Admin/Comp Svcs	\$22,499.15	\$25,000.00	\$600.00	\$23,099.15
IT Server/Hosting	\$2,782.20	\$4,000.00	\$60.00	\$2,842.20
TOTALS	\$25,281.35	\$29,000.00	\$660.00	\$25,941.35

This information was updated for the September 17, 2024 Board Meeting.



Dallas Stewart

Owner / Principal

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1

Network Security

2

Why Do I Need Higher Security Protocols?



- Every device connected to your network opens a gateway for cybercriminals to launch devastating attacks.
- Traditional antivirus tools fall short of detecting these sophisticated threats.
- Our comprehensive endpoint detection and response (EDR) solution can detect evasive threats for quick response and minimal damage.

3

Familiarize With EDR, MDR, XDR and SIEM Acronyms

- Endpoint Detection and Response (EDR) collects all data from all endpoints and can raise a flag – manual intervention for issues to be remediated
- Monitored Detection and Response (MDR) puts an active Security Operation Center (SOC) in place to monitor and respond to threats in real time.
- Extended Detection and Response (XDR) places the monitoring in the best of breed SOC and can include Cloud applications as well
- Security information and event management (SIEM) is discipline of a centralized response team addressing issues in real time by the SOC organization.

4

What Does This Look Like For Your Organization?



Endpoint security



Network security



Cloud security

- Insurance Companies are now requiring a minimum level of protection depending on the sector / industry you are in. Most are now demanding proof of MDR level protection
- All Endpoints Need To Have Coverage – includes laptops, desktops, servers, routers and M365.
- MDR level (recommended) would include a 24/7 Security Operations Center (SOC) actively monitoring for threats and taking iterative actions as soon as they are detected.
- Higher Security Levels can be marketed to your clients so they know you are taking all precautions necessary to protect their personal data.

5

CMIT Offerings

CMIT Offering	Secure Essentials	Secure Pro	Secure Ultra
Solution	EDR	MDR 24x7 SOC + Remediation	XDR 24x7 SOC + Remediation
Included	End Point Detection with manual intervention (not immediate, just alerting to an issue)	EDR + SOC (vendor real-time remediation) also includes M365 monitoring	Same coverage as Secure Pro MDR but includes best in class Sentinel1 Complete + Sentinel1 Vigilance (best in class SOC) also includes M365 monitoring
Price	\$15 per endpoint	\$20 per endpoint	\$35 per endpoint

6



7

Subject: Cyber Insurance and New IT Challenges
Date: Saturday, January 6, 2024 at 11:19:24 AM Pacific Standard Time
From: Dallas Stewart
To: Dallas Stewart
Attachments: image001.png, image002.png, image003.jpg, image004.png, image005.png, image006.jpg

Hi All and Happy New Year !!

Many of you have seen the recent changes coming to your companies in regard to extensive questionnaires now presented by your Cyber Insurance companies in order to renew those policies. What used to be a ½ page of questions is now extending into 10 plus pages of detailed analysis to determine what is done with your IT environment to help protect it from new security challenges developed every day by dark web hackers. The line of questioning presented by these insurance providers is pushing down a route that requires even more management of endpoint desktops from a security monitoring standpoint. On the questionnaires you will start to see acronyms like EDR, MDR, XDR and SIEM. All of these are focused on tracking every detailed event that takes place on your computers, servers and routers. If you would like a further description of these Acronyms, keep reading after the next few paragraphs as I have attempted to include an overview.

As most of you recall, we switched our management platform early last year. This was done to better position CMIT Solutions to enable these new security monitoring features as they become available. We now have them enabled, tested and running on several clients with great success. I do need to point out these security offerings are above and beyond the endpoint management currently in our managed service offering included in your monthly management. Pricing for the basic offerings are as follows:

CMIT Offering	Secure Essentials	Secure Pro	Secure Ultra
Solution	EDR	MDR 24x7 SOC + Remediation	XDR 24x7 SOC + Remediation
Included	End Point Detection with manual intervention (not immediate, just alerting to an issue)	EDR + SOC (vendor real-time remediation) also includes O365 monitoring	Same coverage as Secure Pro MDR but includes best in class Sentinel1 Complete + Sentinel1 Vigilance (best in class SOC) also includes O365 monitoring
Price	\$15 per endpoint	\$20 per endpoint	\$35 per endpoint

I would like to schedule some time with you to go over the offerings, what they really mean to your organization and what might be the best option in terms of your business requirements and legal obligations (state and federal) given the industry your company is in.

We are also currently testing a product which will monitor activity against your email domain settings to determine any actions that may compromise email whereby bad actors attempt to impersonate email coming from your domain. This offering appears to be in the price range of \$20 per month per domain owned. We can discuss this option during our session as well.

Please let me know if you have interest in meeting regarding this and the best times that might work for scheduling purposes.

Extended Reading on EDR, MDR and XDR

I lifted this from an online article but thought it would help to further explain the differences from the industry perspective:

Detecting, mitigating, and eliminating cybersecurity threats must be a top priority for modern businesses. As many organizations have embraced a hybrid, dispersed workforce, many employees are using personal devices to perform daily work tasks that are often connected through unprotected networks. This shift has led to a surge in the number of ransomware attacks, data breaches, and online scams. In turn, businesses are looking for modern and holistic security monitoring, and detection and response solutions that provide coverage well beyond traditional malware protection software.

As many companies and executives begin to explore the world of cybersecurity solutions, they are finding themselves overwhelmed by the broad spectrum of technologies, solutions, and services that are available. In this blog, we'll discuss the difference between three leading types of security monitoring, detection, prevention, and response solutions: EDR, MDR, and XDR.

EDR, MDR, XDR: Decoding the Differences

Understanding your unique business, IT, and regulatory compliance requirements and comparing that to the differences between endpoint detection and response (EDR), [managed detection and response \(MDR\)](#), and extended detection and response (XDR) will help you navigate through the technology and security provider selection process.

Endpoint Detection and Response (EDR)

EDR is software designed to help organizations identify, stop or prevent, and react to threats or attacks that manifest through endpoint devices (mobile, laptops, desktops, tablets, etc) that have bypassed other defenses. Like other endpoint security software, EDR is deployed by installing agents on endpoints and can be managed through locally deployed software (on premise) or via a cloud-based portal (software as a service).

EDR solutions can detect threats that are designed to evade regular antivirus software. They're ideal for companies that have a remote workforce or that have a critical need to constantly protect and monitor distributed endpoints.

According to Gartner, more than 50% of enterprises¹ will replace legacy security software with EDR solutions and endpoint protection platforms (EPP) by the end of 2023.

The majority of EDR offerings that are being sold in the market today can only ingest logs and security events from the devices that their software agents have been deployed on. This means the EDR platform's ability to detect, protect-stop, and respond to attacks and threats across the entire network is limited to endpoints. This results in partial security monitoring, detection, and response and can leave other areas of the IT network open to attack.

Managed Detection and Response (MDR)

MDR is an advanced managed security service that includes 24/7 monitoring, alerting, and threat or attack response support provided by highly trained, experienced, and certified security operations center (SOC) staff. These resources typically leverage a security information and event management (SIEM) platform that ingests and correlates log files from various IT devices across the network, including mission critical applications and 3rd party cloud environments. The SIEM enables the security operations team to discern between what is a real threat and what is not (a false positive). This is accomplished by integrating third party threat intelligence and feeds (from the industry and federal agencies) into the SIEM, where the indicators of compromise (validated threat and attack intelligence) is combined and compared to the log files being generated from within the client's environment. The underlying hardware, SIEM and ticketing software, and operational processes and procedures are outsourced (at a fraction of the cost of building this capability internally) and is typically maintained by a managed security services provider (MSSP), like [Vertek](#).

Advanced MSSPs like [Vertek](#) go beyond basic monitoring, alerting, reporting and response services and can provide advanced threat research, forensic analysis, proactive threat hunting, customized reporting, analytics, intelligence, and incident analysis and response support to help remove risk from the client's environment or to recover from an attack or breach.

MSSPs offer a diverse assortment of cybersecurity tools, including intrusion detection systems, network traffic analysis, SIEM, endpoint detection, and more. MDR services are suitable for organizations that lack a dedicated cybersecurity team, or wish to outsource the security operations function and allow their internal team to focus on more strategic activities.

Even if your company already has an in-house security team, MDR solutions can prevent your employees from being

diluted or buried with threat research and analysis tasks or tuning, managing, and maintaining the SIEM and ticketing platforms. Advanced MDR providers like [Vertek](#) can also help prevent alert fatigue and burn out, something that over 84% of security teams are reporting. Finally, advanced MDR providers like [Vertek](#) will tailor their services according to a client's [cybersecurity goals and requirements](#).

Extended Detection and Response (XDR)

XDR is a term developed by analysts such as Gartner and vendors within the industry to describe SaaS-based threat detection and incident response platforms that leverage analytics and automation to detect, hunt, and validate current and future threats across your network and systems. XDR is often a vendor-specific platform that integrates numerous security software platforms and services that brings all of those components together under a single solution.

These XDR solutions take you beyond just EDR and other typical detective controls by providing a full view of threats across your organization. They use a combination of automation and machine learning to provide security teams with reliable, context-rich alerts.

Dallas Stewart

Principal

www.cmitsolutions.com/bellevue

18 168th Ave NE • Bellevue, WA 98008

Work Phone – 425.495.2214

Cell Phone – 425.697.0115

Toll Free - 1.800.399.CMIT

Having a technology issue? Open tickets automatically by sending to clientsupport@cmiteastside.com



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Des Moines Pool Métropolitain Park District

AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 6b Assigned to: District GM Meeting Date: September 17, 2024

Under: Old Business Attachment: Yes

Subject: District Financial Update

Background/Summary:

An update will be presented on an ongoing project of fiscal analysis of the pool district's levy and future revenue requirements. Other financial elements will be discussed from questions presented at past meetings.

Fiscal Impact: Not known at this time. On-going process.

Proposed Motion: No motion necessary. Informational only.

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

Two Touch Rule: To Be Determined Committee Review
9/17/2024 First Board Meeting (Informational)
To Be Determined Second Board Meeting (Action)

Action Taken: Adopted Rejected Postponed

Follow-up Needed: Yes No Report back date:

Notes:

- FCS Group Data Request
- Financial Planning Contacts Outline

DATA NEEDS


	Data Requested	Description
1.	Annual Budgets	Please provide annual budget detail for the past 10 years covering both operating and capital expenditures.
2.	Property Tax Assessments	Please provide the DOR completed property tax levy limitation worksheet for the past ten (10) years for the District.
3.	2024 and 2025 Operating Budgets	Detailed revenue and expense projections (<i>identifying any anticipated future changes</i>).
4.	2023 Financial Report	Please provide the 2023 Financial Report (ok if still preliminary)
5.	Debt Repayment Schedules	Schedule of annual principal and interest payments by bond/loan (if any)
6.	Cash & Investment Balances	Cash and investment balances as of December 31, 2023.
7.	Capital Improvement Plan (CIP)	Projected capital expenditures by year, identifying any known funding sources for projects and any estimated facility costs proposed to this point.
8.	Fee Schedule	Please provide the current user fee schedule for the District.

CONTACT INFORMATION

Please direct any questions and/or items collected as a part of this data request to:

FCS, a **Bowman** Company
 Attention: Robert Hamud
 Direct Phone: (425) 615-6234
 Email: roberth@fcsgroup.com

Contact Information for District Financial Update Planning

- LEVY CAPACITY AND FUTURE REVENUE FORECASTING: FCS Group (Contracted)
T. ROBERT HAMUD
Project Manager
 FCS, a Bowman company
D: (425) 615-6234 | M: (360) 381-5587
roberth@fcsgroup.com
- BONDING/RATING: Jim Nelson, D.A. Davidson
JIM NELSON | Senior Vice President
E-mail: jnelson@dadco.com
Office: 206.389.4062 | Toll Free: 888.389.8001 | Cell: 206.713.9354
D.A. **Davidson & Co.** | Columbia Center
701 5th Avenue, Suite 4050 | Seattle, WA 98104
- REAL ESTATE: (Bid not necessary) – May RFQ, if necessary, but not legally required.
Commonstreet Consulting LLC
Chris LaBonte
Phone: 844.769.2378
Email: chris@csrow.com
Website: <https://www.csrow.com>

RFQ Info. - <https://www.sequimwa.gov/bids.aspx?bidID=106>

Also, Local Loan Program for Real Estate.

<https://tre.wa.gov/financing-and-debt/get-financing/local-government-financing>

HANDBOOK: https://tre.wa.gov/sites/default/files/2024-06/local_program_guide_new_v.2_-_updated_06.05.2024.pdf

Des Moines Pool Métropolitain Park District

AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 6c **Assigned to:** District GM **Meeting Date:** September 17, 2024

Under: Old Business **Attachment:** Yes

Subject: Website/Registration Translation Update Proposal

Background/Summary:

The Mount Rainier Pool website and registration portal have the capabilities to be translated through Google Translate to over 100 languages. This would allow people to register through the entire process.

I know there has been debate about machine translation, but we have limited resources. It is also important that users understand that lessons will be taught in English and we have limited staff that can speak Spanish, Vietnamese and Korean. I think using the machine translation allows for users to understand this.

Not offering website and registration information could create a barrier, as swim lesson parents that cannot speak English may not sign their children to sign up for swim lessons. Most of these children can speak English, which helps with the lessons. We do not have enough staff that can translate services at this time to offer swim lessons in other languages.

We would also like to incorporate the job interest cards, interest lists including job interest cards to be incorporated into CivicRec to utilize translation. We had seen an uptick in applications after making job interest cards a digital process. We are hoping this will help generate more scholarship applications.

District staff is testing processes that it can incorporate into a future website of the future. The current website was developed in late 2016, early 2017, and needs updating. We are hoping that some of these smaller changes can be incorporated into a more dynamic website in the future.

Funding for this translation change would be applied for through a grant with Best Starts for Kids that has a deadline of September 27. I have requested a quote from 575, and CivicRec has told me to let them know if we are ready to switch it over (free of charge).

The only area that will not be 100% translated at this time will be the Governance page. The issue is that many forms on the site are PDFs that cannot easily be translated.

Note- We will also look at ensuring the website also meets all ADA accessibility requirements as part of the grant application too. See recent MRSC article on ADA legal requirement updates.

Fiscal Impact: Up to \$9,999, hopefully covered by a grant.

Website Translation

English

Your Swim Rates

Choose the pass that works best for your schedule and wallet! Pay by cash, check, or valid credit card **online**, by phone, or at the front desk.

2023 RATES: [Click here](#) to view the rates that will take effect on January 1, 2023.

[PAY ONLINE](#)

[Resident Rates](#) Nonresident Rates

Admission

Proof of Des Moines or Normandy Park residency required.

Individual

Children under 3-years of age (infants) are free!

	Youth (3-17)	Adult (18-61)	Senior (62+)	Disabled
Daily Rate	\$3.25	\$4.00	\$3.25	\$3.00
10-Visit Pass	\$29.00	\$35.00	\$29.00	\$29.00
3-Month Pass	\$79.00	\$99.00	\$79.00	\$79.00
Annual Pass	\$209.00	\$359.00	\$209.00	\$209.00

Family

Spanish

Tus tarifas de natación

¡Elige el pase que mejor se adapte a tu horario y a tu bolsillo! Paga en efectivo, con cheque o con tarjeta de crédito válida **en línea**, por teléfono o en la recepción.

TARIFAS 2023: [Haga clic aquí](#) para ver las tarifas que entrarán en vigor el 1 de enero de 2023.

[PAGAR EN LÍNEA](#)

[Tarifas para residentes](#) Tarifas para no residentes

Admisión

Se requiere prueba de residencia en Des Moines o Normandy Park.

Individual

¡Los niños menores de 3 años (bebés) entran gratis!

	Jóvenes (3-17)	Adulto (18-61)	Mayor (62+)	Desactivado
Tarifa diaria	\$3,25	\$4.00	\$3,25	\$3.00
Pase de 10 visitas	\$29.00	\$35.00	\$29.00	\$29.00

CivicRec Translation

English

Application Form Catalog - City of Kingsport, TN

Translated to: English Show original Options

PARKS & RECREATION AQUATICS ARTS SENIORS BAYS MOUNTAIN PARK FARMERS MARKET

Log In with Email Catalog Login Help Policies Help

Cart Empty

Clear All Filters

Filter Keyword or code...

Category

- Welcome

Age Group

- Youth
- Adult
- Senior

Days of the Week

- My
- Tue
- Wed
- Call

Welcome	1	Activities	667	Facility Rentals	66	Outdoor Rentals	19	Special Events	8
Tickets	209	Artisan Center	114	Day Camps	1	Certification Courses	1	Memberships & Passes	667
Bays Mountain Park & Planetarium	348	Health & Wellness	39	BMPA Donations	7	Youth Sports	23	Adult Sports	16
Adaptive Recreation	6	Aquatic Center	49	Fun Fest	0				

Welcome to our online portal for Kingsport Leisure Services

English Google Translate

Spanish

Parques y Recreación Deportes Acuáticos Letras Personas Mayores Parque de Montaña de las Bahías Mercado de Agricultores

Iniciar sesión con correo electrónico Catalogar Políticas Ayuda

Ayuda para iniciar sesión

Carro Vacio

Borrar todos los filtros

Filtrar Palabra clave o código...

Categoría

- Bienvenido

Grupo de edad

- Juventud
- Adulto
- Sénior

Días de la semana

- Lun
- Mar

Bienvenido	1	Actividades	667	Alquiler de instalaciones	66	Alquileres al aire libre	19	Eventos especiales	8
Entradas	209	Centro de Artesanos	114	Campamentos de día	1	Cursos de certificación	1	Membresías y pases	667
Parque y planetario de Bays Mc	348	Salud y bienestar	39	Donaciones de BMPA	7	Deportes juveniles	23	Deportes para adultos	16
Recreación adaptativa	6	Centro acuático	49	Fiesta de la diversión	0				

Spanish Google Translate

Open funding opportunities

Best Starts for Kids Technical Assistance & Capacity Building Providers 2025-2027 Request for Qualifications (RFQ)

Open: August 14, 2024

Close: September 27, 2024 at 2:00 pm

Application link:

https://www.zoomgrants.com/zgf/King_County,_WA/BSK_Technical_Assistance_Capacity_Building_<

https://www.zoomgrants.com/zgf/King_County,_WA/BSK_Technical_Assistance_Capacity_Building>

Investment Area: Technical Assistance & Capacity Building

Best Starts seeks to partner with technical assistance providers and capacity building organizations/consultants/individuals to work closely with Best Starts to provide resources and strengthen assets and capabilities of community-based organizations so they can effectively and equitably provide services to children, youth, families and communities. The purpose of this RFQ is to identify skilled organizations and/or individuals to support Best Starts by providing as-needed Technical Assistance (TA) and Capacity Building (CB) consulting services to community-based organizations (CBOs). Best Starts offers free TA and CB rooted in community strengths, needs, and values. Best Starts technical assistance providers will provide application assistance to CBOs applying for Best Starts funds. Best Starts capacity builders will provide on-demand support for organizational development and long-term sustainability to Best Starts-awarded organizations.

Upcoming funding opportunities

```
$('#dchs-calendar').eventsCalendar({ calNum: 'ihej-kxp4', //Socrata database number *Required numItems: 4, title: 'Events', titleIcon: 'fa-calendar', allItemsUrl: 'https://kingcounty.gov/depts/community-human-services/about/events-calendar.aspx', allItemsText: 'See all events', url: 'https://data.kingcounty.gov/resource/ihej-kxp4.json?', version: 2 });
```

Des Moines Pool Métropolitain Park District

AGENDA ITEMS SUMMARY SHEET

Agenda Item#: 6d Assigned to: District GM Meeting Date: September 17, 2024

Under: Old Business Attachment: Yes

Subject: Grant Projects and 2025 Closure

Background/Summary:

The Des Moines Pool Metropolitan Park District has three areas that need critical repairs: boiler systems, electrical and air handling units. The pool district recently received two grants: King County Youth Amateur Sports Grant for \$213,016.72 and a Best Starts for Kids Grant for \$1,438,100 for a total of \$1,651,116.72 in repairs in 2025.

The Youth Amateur Sports Grant of \$213,116.72 will cover replacement of the boiler water tanks, filter media, and piping/strainer basket.

The Best Starts for Kids Grant of \$1,438,100.00 will cover replacement of the air handling unit, which is our most expensive piece of equipment.

Although both sets of grant repairs are needed, they are just buying the district time until a long-term solution can be developed.

Pool staff estimates both repairs being completed in late-February through March. Staff will work with contractors to reduce the amount of downtime and will be meeting to develop a timeline to complete the events. We may also schedule a deep clean of the public areas during that time.

We hope to have more detailed information soon.

Fiscal Impact: The boiler water tank, filter media, strainer basket and air handler are all equipment that is at the end of its life.

Proposed Motion: No motion necessary. Informational only.

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

Two Touch Rule: To Be Determined **Committee Review**
 9/17/2024 **First Board Meeting (Informational)**
 To Be Determined **Second Board Meeting (Action)**

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

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

Notes:

- KCYAS Grant Award
- Best Starts for Kids Grant Award
- Best Starts for Kids Grant Award List
- Letter of Support from Councilperson Upthegrove

Subject: Congratulations on your Parks Levy Grant!
Date: Tuesday, July 2, 2024 at 1:55:54 PM Pacific Daylight Time
From: King County Parks
To: Scott Deschenes

07/02/2024

Dear Scott,

Congratulations Des Moines Pool Metropolitan Park District! Your application for Mount Rainier Pool Life Extension has been selected for a Youth and Amateur Sports Grant (YASG) award of \$213,016.72. We are excited about this partnership that supports fit and healthy communities through increased access to sports, play, and outdoor recreation.

Your project is one of 39 awards receiving a total \$3.5 million in YASG funding. This funding was highly competitive, with 118 applications requesting \$11.6 million.

King County Parks is working on improvements to the contracting, invoicing, and reporting process. Once these improvements are finalized, we will reach out with more information on how to begin the contracting process. Please note, **project spending may not begin until your contract with King County is signed**. Expenses incurred prior to you contract being finalized are not eligible for reimbursement.

Next Steps

- **Announcing Your Award:** You may now share news of your award with your network. The [Grants Award Announcement Toolkit](#) has sample copy and graphics for your convenience.
- **Grantee Orientation Session:** Once our process improvements are finalized, we will send you information about the orientation Zoom webinar. This session is an opportunity to learn about Parks' process for contracting, invoicing, and reporting. You will also gain access to additional resources and connect with other grantees and Parks staff.

If you have questions or need additional information at this time, please contact ParksGrants@kingcounty.gov. Thank you for your commitment to parks, recreation, and open space in King County.

Sincerely,
The Parks Grants Team

ParksGrants@kingcounty.gov
[Subscribe to the Parks Grants newsletter](#)

[Log into the Parks Grant portal here.](#)

Application name: Mount Rainier Pool Life Extension
Submitted through: 2024 King County Parks Request for Applications





King County

Housing and Community Development Division

Department of Community and Human Services

401 Fifth Avenue, Suite 500
Seattle, WA 98104

Phone 206-263-9105 Fax 206-205-6565
TTY Relay Service: 711

August 26, 2024

Scott Deschenes
District Manager
Des Moines Pool Metropolitan Park District
22722 19th Ave S
Des Moines, WA 98198
scott.deschenes@desmoinespool.org

RE: 2024 Best Starts for Kids Capital (Best Starts' Capital) funding award

Dear Scott:

I am pleased to inform you that King County's Department of Community and Human Services' (DCHS) Housing and Community Development Division (HCD) has approved a **\$1,438,100** conditional award for the Mount Rainier Pool project. Congratulations!

Best Starts' Capital Priority 1 funding will support the renovation of your organization's community pool.

The Best Starts' Capital funds reserved for your project will be subject to the conditions listed in the enclosed Attachment B, Best Starts' Capital Funding Conditions, incorporated by reference into this letter. Please do not incur any costs against activities covered by this award until you have received written authorization to proceed from HCD. Please keep a copy of this letter in your file together with a copy of the application you submitted.

For your information, a complete list of the Best Starts' Capital conditional funding awards from this round are included as Attachment A to this letter.

If you have any questions, please feel free to contact Catarina Ratajczak, Best Starts' Capital Program Manager by e-mail at Catarina.Ratajczak@kingcounty.gov.

HCD looks forward to working with you on this important project. We are proud to partner with you to serve the community.

Deschenes
August 2024
Page 2 of 2

Sincerely,

Signed by:



C39AFF19665B4FE
Simon P. Foster
Division Director

cc: Kelly Rider, Department Director, DCHS
Christian Diaz Chief Financial Operating Officer, DCHS
Xochitl Maykovitch, Acting Deputy Division Director, HCD, DCHS
Kristin Pula, Capital Programs Manager, HCD, DCHS
Laurie Wells, Community Development Program Manager, HCD, DCHS
Michael Padilla Ocampo, External and Regional Relations Manager, King County Executive's Office
Tala Mahmoud, External Affairs Coordinator, King County Executive's Office
Katherine Rogers, Acting Chief of Staff, DCHS
Jessica Tollenaar Cafferty, Best Starts for Kids Co-Lead, Public Health
Jamalia Jones, Best Starts for Kids Co-Lead, DCHS
Megan McJennett, Best Starts for Kids Implementation Manager, Public Health
Vitoria Lin, Best Starts for Kids, Prenatal-to-Five Policy and Program Manager, Public Health



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Best Starts' Capital Award List		
2024 Priority 1 Funding Round		
\$7.2M Available		
Proposal Title	Facility Type	Recommended Award
Bellevue Boys & Girls Club	Community Center/Recreation Center	\$275,000
Tubman Center for Health & Freedom	Community Center	\$1,438,100.00
Bellwether Housing	Capital Planning Grant	\$82,000.00
African Community Housing & Development	Community Center/Recreation Center	\$1,500,000.00
Vashon Maury Community Food Bank	Community Center	\$520,000.00
Des Moines Pool Metropolitan Park District	Recreation Center	\$1,438,100.00
The Arc of King County	Community Center	\$500,000.00
Girl Scouts of Western Washington	Recreation Center	\$500,000.00
Martin Luther King Jr. (MLK) Family, Arts, Mentoring, and Enrichment (FAME) Community Center (CC)	Community Center	\$756,800.00
Chief Seattle Club	Capital Planning Grant	\$100,000.00



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401 Fifth Avenue, Suite 500
Seattle, WA 98104

Phone 206-263-9105 Fax 206-205-6565
TTY Relay Service: 711

Khmer Community of Seattle-King County	Capital Planning Grant	\$90,000
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King County

Dave Upthegrove

Councilmember, District 5

Metropolitan King County Council

Dear Scott,

I am delighted to extend my heartfelt congratulations to the Des Moines Pool Metropolitan Park District on being awarded a Best Starts for Kids Capital Program Priority 1 grant to go towards the renovation of your community pool! This is an exciting achievement and testament to the incredible work you are doing for our community.

I applaud you for your dedication to enhancing community services and creating a welcoming space for our diverse communities here in South King County looking to access recreational aquatic activities. This grant will undoubtedly help you further your mission and positively impact countless lives.

Once again, congratulations on your award and I look forward to seeing the continued success and growth of the pool.

Sincerely,

Dave Upthegrove, Chair
Metropolitan King County Council

Des Moines Pool Métropolitain Park District

AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 7a Assigned to: District GM Meeting Date: September 17, 2024

Under: New Business

Attachment: Yes

Subject: Insurance Policy (First Touch)

Background/Summary:

The District General Manager received estimates for the 2025 insurance rates through Washington Cities Insurance Association (WCIA).

The rate will increase from \$37k to over \$57k (54% Increase). WCIA has also not been responsive in the past in questioning of reasoning.

If decision is to be made, it will take 12-months and need to be completed and need to be presented before the end of the year. This means the earliest the pool district can leave WCIA is 2026.

The District General Manager will work on a letter to withdraw from membership from WCIA to be submitted by the end of the year. Note-WCIA may also pull insurance at any time after the request, so it is important to have new insurance in place.

For new insurance there are options, and the District GM has included 2023 application materials received from 2023. The District GM will need to start applying and reach out to other providers.

Fiscal Impact: N/A

Proposed Motion: No motion necessary. First touch.

Reviewed by District Legal Counsel: Yes No Date: Various

Two Touch Rule: N/A Committee Review
9/17/24 First Board Meeting (Informational)
To Be Determined Second Board Meeting (Action)

Action Taken: Adopted Rejected Postponed

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

Notes:

Attachments:

- 2025 WCIA Invoice for Insurance Services
- Email from Jared Burbidge on estimates
- Enduris Insurance application materials

July 26, 2024

Scott Deschenes
Des Moines Pool MPD
22722 19th Ave. S
Des Moines, WA 98198

RE: 2025 WCIA ASSESSMENT NOTICE

Dear Scott,

Below is your entity's liability assessment for 2025 as calculated by the actuary. If your entity is in the Property and Auto Physical Damage (APD) programs, we are also including more detailed estimates of those assessments for your budgeting purposes.

For 2025, the Executive Committee approved an overall WCIA liability rate increase of 5%. Individual member rates are actuarially calculated and can change an **additional** plus or minus 15% based on the member and their actuarial group's losses. Member assessment rates are multiplied by reported worker hours. Therefore, it is possible that although you may experience a rate decrease, your assessment can still increase if you reported increased worker hours.

WCIA offers broad coverage and includes both cyber and pollution liability coverage at no additional charge in the liability assessment. WCIA assists members in avoiding and reducing losses through tailored risk management services and various training programs.

The 2025 assessments will be on the October agenda for Full Board approval. This letter serves as your official notice in accordance with the WCIA Bylaws, Article VI, Section 2, Assessment Appeal Process. Your entity has 30 days to file an assessment appeal pursuant to the terms and conditions of the Bylaws.

The WCIA 2025 Property and APD rates are both increasing by 2.5% and will be calculated using your entity's reported scheduled valuation as of December 1, 2024.

2025 assessment projections:

Liability: 2025 assessment for Des Moines Pool MPD: \$40,046

APD & Property: For budgetary purposes, your entity currently has a reported property valuation of \$5,479,724 and auto valuation of \$0. The 2025 rates per deductible are:

APD Deductibles	2025 Rates per \$100	Property Deductibles	2025 Rates per \$100
\$ 250	\$ 2.006	\$ 1,000	\$ 0.378
\$ 500	\$ 1.340	\$ 5,000	\$ 0.296
\$ 1,000	\$ 0.910	\$ 25,000	\$ 0.204
\$ 5,000	\$ 0.676	\$ 50,000	\$ 0.179
\$ 25,000	\$ 0.210		

Property: 2025 preliminary assessment with a current \$5,000 deductible for Des Moines Pool MPD: \$16,220 (unadjusted for any inflationary valuations or schedule changes)

Auto Physical Damage: 2025 preliminary assessment with a current \$0 deductible for Des Moines Pool MPD: \$0 (unadjusted for any inflationary valuations or schedule changes)

Please note that beginning in 2025, replacement cost coverage will only be available for vehicles ten years old or newer. Be sure to review your property and/or auto values and keep them up to date as increases/decreases in scheduled values will affect your assessment accordingly.

Hartford Equipment Breakdown, and AIG Crime/Fidelity rates are determined by the market and will likely increase approximately 5-10% for 2025.

Should your entity not complete all elements of the 2024 COMPACT, you will be charged a non-compliance penalty on your 2025 liability assessment. If you wish to change or institute a 2025 liability deductible, please contact Rob Roscoe before December 1, 2024.

Your 2025 assessment will be invoiced at the end of the year and is due January 30, 2025. If you have any questions, please call me or Rob Roscoe at (206) 575-6046.

Sincerely,

A handwritten signature in cursive script that reads "Jared M. Burbidge".

Jared Burbidge
Finance & Administrative Services Manager

Subject: RE: WCIA 2025 Assessment Notice
Date: Friday, July 26, 2024 at 10:00:31 AM Pacific Daylight Time
From: Jared Burbidge
To: Michele Neumann, Scott Deschenes
Attachments: image001.jpg, image002.jpg

Hi Scott,

The brief answer is yes, the total amount on the invoice for 2025 will be the combined amount of the Liability and Property assessments (approx. \$56,266).

But don't forget to add a bit of budget for equipment breakdown and Crime/Fidelity, which are estimated to increase up to 10% over 2024 amounts. Both those programs equaled about \$400 in 2024 so if you budget \$450 for 2025 you should be in good shape.

Having said all that, remember that the property assessment number in the letter is an estimate based on values as of July, but the ACTUAL property assessment will be calculated based on values on **December 1, 2024** – so if you have any changes to the property schedule you will want to make them in Origami before 12/1/2024 in order to be charged correctly.

Reach out if you have any questions!

Best,

Jared Burbidge
Finance & Administrative Services Manager

Washington Cities Insurance Authority
P.O. Box 88030, Tukwila, WA 98138
(206) 687-7894



From: Michele Neumann <michelen@wciapool.org>
Sent: Friday, July 26, 2024 9:06 AM
To: Scott Deschenes <scott.deschenes@desmoinespool.org>
Cc: Jared Burbidge <jaredb@wciapool.org>
Subject: RE: WCIA 2025 Assessment Notice

Good morning:

I am forwarding your inquiry to Jared, who is copied on this email.

Sincerely,

Michele Neumann
Administrative Services Asst./Public Records Officer

Washington Cities Insurance Authority
P.O. Box 88030, Tukwila, WA 98138
(206) 687-7896



From: Scott Deschenes <scott.deschenes@desmoinespool.org>

Sent: Friday, July 26, 2024 8:55 AM

To: Michele Neumann <michelen@wciapool.org>

Subject: Re: WCIA 2025 Assessment Notice

Michelle,

Thank you for sending this. For budgeting purposes, the payment in January will be \$40,046 or \$56,266 (\$16,220 + \$40,046). Just want to make sure that I am budgeting the correct amount.

Thank you,

Scott Deschenes, District GM
Des Moines Pool Metropolitan Park District/Mount Rainier Pool
22722 19th Avenue So.
Des Moines, WA 98198
206.429.3852

“Tell me and I forget. Teach me and I remember. Involve me and I learn.”

- Benjamin Franklin

From: Michele Neumann <michelen@wciapool.org>

Date: Friday, July 26, 2024 at 8:33 AM

To: Scott Deschenes <scott.deschenes@desmoinespool.org>

Subject: WCIA 2025 Assessment Notice

Greetings WCIA Delegate:

Attached to this email is your entity's 2025 WCIA Assessment Notice.

Sincerely,

Michele Neumann

Administrative Services Asst./Public Records Officer

Washington Cities Insurance Authority
P.O. Box 88030, Tukwila, WA 98138
(206) 687-7896





1610 S. Technology Blvd., Suite 100 | Spokane, WA 99224 | T. 800-462-8418 | F. 509-747-3875 | www.enduris.us

Membership Application

Date Submitted _____ Proposed Effective Date _____

General Information

Entity Name: _____

Street Address, City, Zip: _____

Mailing Address, City, Zip: _____

County: _____ Phone: (____) _____

Fax: (____) _____ E-mail: _____

Contact Person/Title: _____

Expiring Insurance Carrier _____

Expiring Insurance Premium _____

What is the reason(s) this district decided to join Enduris? _____

Elected/Appointed Officials

1) Name _____ Position _____

Address _____ Phone & Fax _____

City, State, Zip _____ E-Mail _____

2) Name _____ Position _____

Address _____ Phone & Fax _____

City, State, Zip _____ E-Mail _____

3) Name _____ Position _____

Address _____	Phone & Fax _____
City, State, Zip _____	E-Mail _____

AGENT TO RECEIVE CLAIMS (RCW 4.96.020):

Is the district compliant with RCW 4.96.020? Has the district filed an appointment of an agent to receive claims with the county Auditor’s office? Yes No

If no, please go to enduris.us/claims/agent to receive claims for more information.

As a means of communication, Enduris provides a copy of the members’ annual report to each member (district/entity) and a copy for each governing board member. If you would like to increase or decrease the quantity, please indicate that amount _____

Operations

Total annual Labor & Industry Hours (Even if zero)	<input type="text"/>	# Full Time Employees	<input type="text"/>
# Part Time Employees	<input type="text"/>	# Volunteers	<input type="text"/>
#Elected Officials Elected to your governing board	<input type="text"/>	#Appointed Officials Appointed to your governing board	<input type="text"/>
Total current budget Net operating budget (do not include capital improvements or debt payment)	<input type="text"/>	Total annual payroll Gross salaries (do not include benefits)	<input type="text"/>

Have you had a reduction in work force or terminated an employee in the last three years? Yes No

If yes, please explain? _____

Was it amicable and reciprocal? Yes No

Tenants

Do you have tenants for any property or buildings you own? Yes No

If yes, how many?

Vans

Does the district have any vans? Yes No If yes, how many?

What is the purpose/use of the van? _____

Do you routinely transport non-employees? Yes No

Do you travel more than 25 miles from your headquarters? Yes No

Swimming Pools

Does your district have a swimming pool Yes No Number of pools

Number of diving boards Number of lifeguards Number of water slides

Golf Courses

Does your district have a golf course? Yes No

Summer Camps

Does your district have a summer camp? Yes No

Skateboard Parks

Does your district have a skateboard park? Yes No Number of skateboard parks

Parks

Number of parks Number of public restrooms

Trampolines

Number of trampolines

Amusement Parks

Does the district have an amusement park? Yes No How many amusement parks?

Does the district have mechanical rides? Yes No How many mechanical rides?

Exhibition Halls/Stadiums

Does the district have a Fair, Exhibition Hall or Convention Center? Yes No

Does the district have bleachers or stadiums? Yes No

Number of bleachers Bleachers' seating capacity

Number of stadiums Stadium's seating capacity

Wharves/Marinas/Docks, etc.

Total number of wharves

Total number of marinas

Total number of piers

Total number of docks

Total number of slips



**VALUATION NOTIFICATION
CONSTRUCTION OCCUPANCY PROTECTION AND EXPOSURE (COPE) FORM**

Member:	Member #:
Effective Date:	

Location Name/Description:
Street Address:
City, State, Zip Code:
Occupancy Type:

Select one: Own Lease Home Office

REPORTING TYPE (select one)	
Addition	
Remodel	

Class	CONSTRUCTION TYPE (select one)	
A	Non-Combustible Steel Frame	
B	All Reinforced Concrete	
C	Masonry Const./Wood Roof	
D	All Combustible (Wood Frame)	
FR	Fire Resistive	
M	Mixed Non-Comb/Comb	
S	Steel	
U	Unknown	

BUILDING INFO.	
No. of Stories	
Square Footage	
Year Built	
Alarms (Choose from below) <ul style="list-style-type: none"> • None • Local Fire • Local Burglar • Local Fire & Burglar • Central Fire • Central Burglar • Central Fire & Burglar • 24-hour watchman 	
Sprinkler Equip. %	

Notes:

This Section to be Completed by the Risk Management Department

PROPERTY TYPE	VALUE	EQ (Yes or No)	Flood (Yes or No)
Building:	\$		
Contents/Personal Property:	\$		
Rental Interruption (If Applicable):	\$		
Vehicles	\$		
Contractor's Equipment	\$		
TOTAL:	\$		

Requested by:	
Date:	



Crime coverage is optional and may be obtained in two different forms – **Blanket** and **Named Position**. The difference between Blanket and Named Position coverage is just as it appears. Named Position covers loss by the employee(s) listed, while Blanket covers loss by *any* employee or volunteer.

Government **CRIME** Policy includes the following coverages:

- Employee Theft – Per Loss Coverage
- Forgery or Alteration
- Inside the Premises – Theft of Money and Securities
- Inside the Premises – Robbery & Safe Burglary of Other Property
- Outside the Premises (Money, Securities and Other Property)
- Computer Fraud
- Funds Transfer Fraud
- Money Orders & Counterfeit Money

BLANKET		NAMED POSITION	
Available limits and associated costs		Available limits and associated costs	
Limit	PY 2023 Rate	Limit	PY 2023 Rate
\$2,500	\$0	5,000	90
5,000	88	7,500	100
10,000	154	10,000	130
25,000	230	25,000	160
50,000	460	50,000	230
75,000	565	75,000	275
100,000	630	100,000	320
250,000	1,015	250,000	655
350,000	1,170	500,000	1,055
500,000	1,400		
750,000	2,100		
1,000,000	2,795		
1,300,000	3,750		
1,960,000	5,485		
2,000,000	5,590		

Blanket Coverage Amount: \$ _____

Named Position Coverage:

Name	Position	Amount
_____	_____	\$ _____
_____	_____	\$ _____

Enduris Application

Prior Acts Coverage

Insurance jargon can be very confusing, but Prior Acts coverage is an important concept to understand. Prior Acts coverage may be appropriate if your current Errors and Omissions, and Employment Practice Liability policies are "claims-made" policies. In a "Claims-Made" insurance policy, the insurer agrees to pay all claims that happen AND are presented during the policy period.

In an "Occurrence" form, claims are considered for incidents which occur during the policy period covered, regardless of when they are reported. When changing from a "Claims-Made" to an "Occurrence" policy there can be a gap in coverage if the incident occurred in a prior policy period but is not reported until a subsequent policy period.

EXTENDED REPORTING PERIOD

You should be able to purchase an "extended reporting period" for your claims-made policy through your old carrier. The Washington State Insurance Commissioner requires your prior carrier to provide you with a quote for this coverage. However, that does not mean the quote will be reasonably priced.

WE CAN FIX THAT PROBLEM

Enduris has coverage available to cover this gap with Prior Acts Coverage. Please review the Errors and Omissions, Employment Practices or Management Liability section of your prior policy. If your policy states the coverage is "Claims-Made," then be sure to ask for prior acts coverage. You may request **Basic Limits** of Prior Acts Coverage at no additional cost to your district. **Basic Limits** match your expiring policy limits, up to \$10,000,000 per year for each of the prior 3 years. We can quote additional limits at your request.

Your prior policy Declaration Page must accompany your request for coverage.

If you need prior acts coverage, please include your prior Declaration Sheet (DEC) (first page of your current Errors & Omissions, EPL or Management Liability policy).

- Yes**, our prior policy is "Claims-Made," and we would like to include the Basic Limits of Prior Acts Coverage that Enduris includes at no additional cost.
- Yes**, we are interested in a quote for Prior Acts Coverage in addition to the **Basic Limits** included above. A representative from Enduris will contact you.
- DEC sheet enclosed**

I am not interested in Prior Acts Coverage.

If you are not interested in Prior Acts coverage, please read and sign the following:

I understand the information provided regarding Prior Acts and **OPT NOT** to purchase this coverage.

Signature

District Name

Date

Declaration

Is any person or entity proposed for coverage aware of any fact or circumstance or any actual or alleged act, error or omission, at the date this application is signed, which might give rise to a claim that may fall within the scope of the proposed coverage?

Yes ____ No ____ If "yes" please attach details.

Does any director, officer, manager, supervisor, employee or partner have knowledge of any circumstances, at the date this application is signed, which could reasonably give rise to a claim or any reasonable way to foresee that a claim may be brought?

Yes ____ No ____ If "yes" please provide a full description of any circumstances.

Has the entity or any person representing the entity been sued in the last three (3) years?

Yes ____ No ____ If "yes" please attach details.

Are there any current employee issues that may lead to a claim?

Yes ____ No ____ If "yes" please attach details.

Are there any other property and/or liability insurance policies you buy outside of Enduris?

Yes ____ No ____ If so, please list them on a separate sheet.

To the best of my knowledge and belief, the information provided in connection with this application is true and there are no material facts withheld. I acknowledge any information withheld may void coverage.

NOTICE

I understand that the signing of this application does not bind me to complete the intergovernmental contract, but agree that should an intergovernmental contract be signed, this application and the statements herein contained shall form the basis of and become a part of the coverage document and intergovernmental contract.

Signature of Authorized Representative:

District:

Print Name:

Date:

Title:



Name of Insurance Company to which Application is made (herein called the "Insurer")

Commercial Crime Policy and Governmental Crime Policy

Crime Insurance Application for Fidelity FlashQuotesm

Section A. GENERAL INFORMATION:

- 1. Named Applicant: Street Address: City: State/Zip:
2. Type of Organization: Public Private Not-For-Profit Governmental
3. Annual Revenues: Date Business Established:
4. Website address:

List (or attach a list of) all entities to be included as joint insureds (including subsidiaries and ERISA plans) to be covered:

If all entities listed above (or attached to this application) are owned, controlled, or operated by the first named insured, check here [] If not, please provide details for each listed entity.

This application and any attachments include information for all joint insureds to be covered: check here []

Section B. INSURANCE INFORMATION

Table with 5 columns: Present Coverage, Carrier, Requested Coverage (if different), Limit, Deductible. Rows include Insuring Agreement, Employee Theft, Forgery or Alteration, Inside Theft of Money & Securities, etc.

Expiring Annual Premium: \$ Expiration Date of Current Coverage Present Carrier:

Section C. UNDERWRITING INFORMATION

- 1. Describe your predominant business activity:
2. If "Guests' Property" coverage is elected, please provide the total number of guest rooms:
3. Has your operation experienced any of the following losses in the past three years or since the date the business was established?
Employee Theft? Yes [] No []
Forgery or Alteration? Yes [] No []
Theft of Money and Securities (inside or outside)? Yes [] No []
Any other Crime or Fidelity related losses? Yes [] No []



4. Do you have cash exposure that exceeds the lowest deductible amount on your current Crime/Fidelity policy? Yes No
5. Are there precious metals at any of your locations? Yes No
6. Do you have access to your client's funds/property (including money, securities, inventory, high value property, banking systems, wire transfer systems, computer systems, sensitive computer data, etc.)? Yes No
7. Are all of your operations located in the U.S., its territories, or Canada? Yes No
8. Total number of locations: _____
 (attach a schedule of locations, or complete the information below)
- | | | | | | | |
|-------|---|-------|---------|-------|----------------------|-------|
| State | : | _____ | County: | _____ | Number of Locations: | _____ |
| State | : | _____ | County: | _____ | Number of Locations: | _____ |
| State | : | _____ | County: | _____ | Number of Locations: | _____ |
| State | : | _____ | County: | _____ | Number of Locations: | _____ |
| State | : | _____ | County: | _____ | Number of Locations: | _____ |
9. Total Number of employees _____
 How many employees handle, have access to, or maintain records of money, securities, or other property (including, but not limited to, directors, officers, trustees, and any person handling or having access to employee welfare or benefit plan assets)?
10. Are bank accounts reconciled on a monthly basis? Yes No
11. Is reconciliation done by someone not authorized to deposit or withdraw therefrom, at all locations? Yes No
12. Do you have countersignature of checks or a voucher system in place? Yes No
13. Are your financial statements prepared by an independent auditor at least annually? Yes No
14. Was your net worth or fund balance positive as of the last fiscal year end? Yes No
15. Were you profitable as of last fiscal year end? Yes No
16. Are your Total Assets under \$100 Million? Yes No
17. Are your Annual Gross Revenues under \$100 Million? Yes No

NOTICE TO APPLICANTS: ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSON FILES AN APPLICATION FOR INSURANCE OR STATEMENT OF CLAIM CONTAINING ANY MATERIALLY FALSE INFORMATION OR, CONCEALS, FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY FACT MATERIAL THERETO, COMMITS A FRAUDULENT ACT, WHICH IS A CRIME AND MAY SUBJECT SUCH PERSON TO CRIMINAL AND CIVIL PENALTIES.

NOTICE TO ARKANSAS, NEW MEXICO AND WEST VIRGINIA APPLICANTS: ANY PERSON WHO KNOWINGLY PRESENTS A FALSE OR FRAUDULENT CLAIM FOR PAYMENT OF A LOSS OR BENEFIT, OR KNOWINGLY PRESENTS FALSE INFORMATION IN AN APPLICATION FOR INSURANCE IS GUILTY OF A CRIME AND MAY BE SUBJECT TO FINES AND CONFINEMENT IN PRISON.

NOTICE TO COLORADO APPLICANTS: IT IS UNLAWFUL TO KNOWINGLY PROVIDE FALSE, INCOMPLETE, OR MISLEADING FACTS OR INFORMATION TO AN INSURANCE COMPANY FOR THE PURPOSE OF DEFRAUDING OR ATTEMPTING TO DEFRAUD THE COMPANY. PENALTIES MAY INCLUDE IMPRISONMENT, FINES, DENIAL OF INSURANCE, AND CIVIL DAMAGES. ANY INSURANCE COMPANY OR AGENT OF AN INSURANCE COMPANY WHO KNOWINGLY PROVIDES FALSE, INCOMPLETE, OR MISLEADING FACTS OR INFORMATION TO A POLICYHOLDER OR CLAIMANT FOR THE PURPOSE OF DEFRAUDING OR ATTEMPTING TO DEFRAUD THE POLICYHOLDER OR CLAIMANT WITH REGARD TO A SETTLEMENT OR AWARD PAYABLE FROM INSURANCE PROCEEDS SHALL BE REPORTED TO THE COLORADO DIVISION OF INSURANCE WITHIN THE DEPARTMENT OF REGULATORY AUTHORITIES

NOTICE TO DISTRICT OF COLUMBIA APPLICANTS: WARNING: IT IS A CRIME TO PROVIDE FALSE OR MISLEADING INFORMATION TO AN INSURER FOR THE PURPOSE OF DEFRAUDING THE INSURER OR ANY OTHER PERSON. PENALTIES INCLUDE IMPRISONMENT AND/OR FINES. IN ADDITION, AN INSURER MAY DENY INSURANCE BENEFITS IF FALSE INFORMATION MATERIALLY RELATED TO A CLAIM WAS PROVIDED BY THE APPLICANT.



NOTICE TO FLORIDA APPLICANTS: ANY PERSON WHO KNOWINGLY AND WITH INTENT TO INJURE, DEFRAUD, OR DECEIVE ANY INSURER FILES A STATEMENT OF CLAIM OR AN APPLICATION CONTAINING ANY FALSE, INCOMPLETE OR MISLEADING INFORMATION IS GUILTY OF A FELONY IN THE THIRD DEGREE.

NOTICE TO KENTUCKY APPLICANTS: ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSON FILES AN APPLICATION FOR INSURANCE CONTAINING ANY MATERIALLY FALSE INFORMATION, OR CONCEALS FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY FACT MATERIAL THERETO, COMMITS A FRAUDULENT INSURANCE ACT, WHICH IS A CRIME.

NOTICE TO LOUISIANA APPLICANTS: ANY PERSON WHO KNOWINGLY PRESENTS A FALSE OR FRAUDULENT CLAIM FOR PAYMENT OF A LOSS OR BENEFIT OR KNOWINGLY PRESENTS FALSE INFORMATION IN AN APPLICATION FOR INSURANCE IS GUILTY OF A CRIME AND MAY BE SUBJECT TO FINES AND CONFINEMENT IN PRISON.

NOTICE TO MAINE APPLICANTS: IT IS A CRIME TO KNOWINGLY PROVIDE FALSE, INCOMPLETE OR MISLEADING INFORMATION TO AN INSURANCE COMPANY FOR THE PURPOSE OF DEFRAUDING THE COMPANY. PENALTIES MAY INCLUDE IMPRISONMENT, FINES OR A DENIAL OF INSURANCE BENEFITS.

NOTICE TO MARYLAND APPLICANTS: ANY PERSON WHO KNOWINGLY AND WILLFULLY PRESENTS A FALSE OR FRAUDULENT CLAIM FOR PAYMENT OF A LOSS OR BENEFIT OR WHO KNOWINGLY AND WILLFULLY PRESENTS FALSE INFORMATION IN AN APPLICATION FOR INSURANCE IS GUILTY OF A CRIME AND MAY BE SUBJECT TO FINES AND CONFINEMENT IN PRISON.

NOTICE TO MINNESOTA APPLICANTS: A PERSON WHO FILES A CLAIM WITH INTENT TO DEFRAUD OR HELPS COMMIT A FRAUD AGAINST AN INSURER IS GUILTY OF A CRIME.

NOTICE TO NEW JERSEY APPLICANTS: ANY PERSON WHO INCLUDES ANY FALSE OR MISLEADING INFORMATION ON AN APPLICATION FOR AN INSURANCE POLICY IS SUBJECT TO CRIMINAL AND CIVIL PENALTIES.

NOTICE TO NEW YORK APPLICANTS: ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSON FILES AN APPLICATION FOR INSURANCE OR STATEMENT OF CLAIM CONTAINING ANY MATERIALLY FALSE INFORMATION, OR CONCEALS FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY FACT MATERIAL THERETO, COMMITS A FRAUDULENT INSURANCE ACT, WHICH IS A CRIME, AND SHALL ALSO BE SUBJECT TO A CIVIL PENALTY NOT TO EXCEED FIVE THOUSAND DOLLARS AND THE STATED VALUE OF THE CLAIM FOR EACH SUCH VIOLATION.

NOTICE TO OHIO APPLICANTS: ANY PERSON WHO, WITH INTENT TO DEFRAUD OR KNOWING THAT HE IS FACILITATING A FRAUD AGAINST AN INSURER, SUBMITS AN APPLICATION OR FILES A CLAIM CONTAINING A FALSE OR DECEPTIVE STATEMENT IS GUILTY OF INSURANCE FRAUD.

NOTICE TO OKLAHOMA APPLICANTS: WARNING: ANY PERSON WHO KNOWINGLY, AND WITH INTENT TO INJURE, DEFRAUD OR DECEIVE ANY INSURER, MAKES ANY CLAIM FOR THE PROCEEDS OF AN INSURANCE POLICY CONTAINING ANY FALSE, INCOMPLETE OR MISLEADING INFORMATION IS GUILTY OF A FELONY (365:15-1-10, 36 §3613.1).

NOTICE TO PENNSYLVANIA APPLICANTS: ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSON FILES AN APPLICATION FOR INSURANCE OR STATEMENT OF CLAIM CONTAINING ANY MATERIALLY FALSE INFORMATION OR CONCEALS FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY FACT MATERIAL THERETO COMMITS A FRAUDULENT INSURANCE ACT, WHICH IS A CRIME AND SUBJECTS SUCH PERSON TO CRIMINAL AND CIVIL PENALTIES.

NOTICE TO TENNESSEE, VIRGINIA AND WASHINGTON APPLICANTS: IT IS A CRIME TO KNOWINGLY PROVIDE FALSE, INCOMPLETE OR MISLEADING INFORMATION TO AN INSURANCE COMPANY FOR THE PURPOSE OF DEFRAUDING THE COMPANY. PENALTIES INCLUDE IMPRISONMENT, FINES AND DENIAL OF INSURANCE BENEFITS.

NOTICE TO VERMONT APPLICANTS: ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSON FILES AN APPLICATION FOR INSURANCE OR STATEMENT OF CLAIM CONTAINING ANY MATERIALLY FALSE INFORMATION OR, CONCEALS, FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY FACT MATERIAL THERETO, COMMITS A FRAUDULENT ACT, WHICH MAY BE A CRIME AND MAY SUBJECT SUCH PERSON TO CRIMINAL AND CIVIL PENALTIES.

The undersigned authorized officer/manager of the applicant declares that the statements set forth herein are true. The undersigned authorized officer/manager agrees that if the information supplied on this application changes between the date of this application and the effective date of the insurance, he/she (undersigned) will, in order for the information to be accurate on



the effective date of the insurance, immediately notify the insurer of such changes, and the insurer may withdraw or modify any outstanding quotations and/or authorizations or agreements to bind the insurance

Signing of this application does not bind the applicant or the insurer to complete the insurance, but it is agreed that this application shall be the basis of the contract should a policy be issued.

All written statements and materials furnished to the insurer in conjunction with this application are hereby incorporated by reference into this application and made a part hereof.

Signed _____
(Applicant)

Date _____

Title _____
(must be signed by Authorized Representative)

Attest _____
Broker _____
License Number _____
Address _____

Des Moines Pool Métropolitain Park District

AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 7b Assigned to: District GM Meeting Date: September 17, 2024

Under: New Business

Attachment: Yes

Subject: 2025 Budget Process Discussion

Background/Summary:

This will be a discussion on the 2025 budget process. This will include salary scale, rates and overall budget. Attached is an outline for discussion.

Fiscal Impact: N/A

Proposed Motion: No motion necessary.

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

Two Touch Rule:

To Be Determined _____ **Committee Review**
9/17/24 _____ **First Board Meeting (Informational)**
To Be Determined _____ **Second Board Meeting (Action)**

Action Taken: Adopted _____ Rejected _____ Postponed _____

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

Notes:

- Attachment(s):
 - 2025 Budget Discussion

2025 Budget Discussion

- **WAGE SCALE:**
 - 2025 Minimum Wage: Coming at the end of September.
 - Past: Base salary scale on inflation to minimum wage.
 - Present at October meeting: either special or regular.
- **RATE RECOMMENDATIONS:**
 - Complete rate comparison of local providers of 2024 Rates
 - Provide estimated revenues for 2025 with current and recommended rates.
- **BUDGET:**
 - Need to make some changes to budget.
 - Includes capital planning for 2025.
 - Meet with Finance Committee to go over changes before meeting(s).
 - Propose on October 22 Board Meeting
- **FCS GROUP ANALYSIS:**
 - Discussed earlier in meeting.
- **LEVY CERTIFICATION:**
 - Due at end of November.
 - Usually attempt to establish budget in same meeting.
 - November 12 is regular board meeting.
- **2024 BUDGET AMENDMENTS:**
 - Finalize any budget amendments from 2024.
 - Includes any transfers to capital reserves.

Des Moines Pool Metropolitan Park District

AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 7c **Assigned to:** District GM **Meeting Date:** September 17, 2024

Under: New Business **Attachment:** Yes

Subject: SAO Audit (2019-2023)

Background/Summary:

The State Auditor's Office (SAO) will perform a five-year accountability audit. The audit will start on December 2nd, and an update will be given in early 2025.

Staff is working on checking records for the audit.

Fiscal Impact: N/A

Proposed Motion: No motion necessary at this time. Gathering information.

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

Two Touch Rule: N/A **Committee Review**
09/17/2024 **First Board Meeting (Informational)**
N/A **Second Board Meeting (Action)**

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

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

Notes:

Attachment:
- 2016-2018 SAO Accountability Report



Office of the Washington State Auditor
Pat McCarthy

Accountability Audit Report
Des Moines Pool Metropolitan Park
District

For the period January 1, 2016 through December 31, 2018

Published January 30, 2020

Report No. 1025602





**Office of the Washington State Auditor
Pat McCarthy**

January 30, 2020

Board of Commissioners
Des Moines Pool Metropolitan Park District
Des Moines, Washington

Report on Accountability

Thank you for the opportunity to work with you to promote accountability, integrity and openness in government. The Office of the Washington State Auditor takes seriously our role of providing state and local governments with assurance and accountability as the independent auditor of public accounts. In this way, we strive to help government work better, cost less, deliver higher value and earn greater public trust.

Independent audits provide essential accountability and transparency for District operations. This information is valuable to management, the governing body and public stakeholders when assessing the government's stewardship of public resources.

Attached is our independent audit report on the District's compliance with applicable requirements and safeguarding of public resources for the areas we examined. We appreciate the opportunity to work with your staff and we value your cooperation during the audit.

Sincerely,

Pat McCarthy
State Auditor
Olympia, WA

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AUDIT RESULTS

Results in brief

This report describes the overall results and conclusions for the areas we examined. In those selected areas, District operations complied, in all material respects, with applicable state laws, regulations, and its own policies, and provided adequate controls over the safeguarding of public resources.

In keeping with general auditing practices, we do not examine every transaction, activity, policy, internal control, or area. As a result, no information is provided on the areas that were not examined.

About the audit

This report contains the results of our independent accountability audit of the Des Moines Pool Metropolitan Park District from January 1, 2016 through December 31, 2018.

Management is responsible for ensuring compliance and adequate safeguarding of public resources from fraud, loss or abuse. This includes the design, implementation and maintenance of internal controls relevant to these objectives.

This audit was conducted under the authority of RCW 43.09.260, which requires the Office of the State Auditor to examine the financial affairs of all local governments. Our audit involved obtaining evidence about the District's uses of public resources, compliance with state laws and regulations and its own policies and procedures, and internal controls over such matters. The procedures performed were based on our assessment of risks in the areas we examined.

Based on our risk assessment for the years ended December 31, 2018, 2017 and 2016, the areas examined were those representing the highest risk of fraud, loss, abuse, or noncompliance. We examined the following areas during this audit period:

- Cash receipting – timeliness and completeness of deposits
- Tracking and monitoring of theft sensitive assets, such as computers, tools and equipment
- Payroll – gross wages
- Financial condition and fiscal sustainability

INFORMATION ABOUT THE DISTRICT

The Des Moines Pool Metropolitan Park District was created in November 2009 by voter approval to generate funds for acquisition, maintenance, operation, and/or capital improvement/construction expenditures for a pool facility within the boundaries of the city of Des Moines.

An elected, five-member Board of Commissioners governs the District. The District has revenues of approximately \$1,299,000 for 2018, primarily from property taxes.

Contact information related to this report

Address:	Des Moines Pool Metropolitan Park District 22015 Marine View Drive S., Suite 2B Des Moines, WA 98198
Contact:	Linda Ray, District Clerk

Information current as of report publish date.

Audit history

You can find current and past audit reports for the Des Moines Pool Metropolitan Park District at <http://portal.sao.wa.gov/ReportSearch>.

ABOUT THE STATE AUDITOR'S OFFICE

The State Auditor's Office is established in the state's Constitution and is part of the executive branch of state government. The State Auditor is elected by the citizens of Washington and serves four-year terms.

We work with our audit clients and citizens to achieve our vision of government that works for citizens, by helping governments work better, cost less, deliver higher value, and earn greater public trust.

In fulfilling our mission to hold state and local governments accountable for the use of public resources, we also hold ourselves accountable by continually improving our audit quality and operational efficiency and developing highly engaged and committed employees.

As an elected agency, the State Auditor's Office has the independence necessary to objectively perform audits and investigations. Our audits are designed to comply with professional standards as well as to satisfy the requirements of federal, state, and local laws.

Our audits look at financial information and compliance with state, federal and local laws on the part of all local governments, including schools, and all state agencies, including institutions of higher education. In addition, we conduct performance audits of state agencies and local governments as well as [fraud](#), state [whistleblower](#) and [citizen hotline](#) investigations.

The results of our work are widely distributed through a variety of reports, which are available on our [website](#) and through our free, electronic [subscription](#) service.

We take our role as partners in accountability seriously, and provide training and technical assistance to governments, and have an extensive quality assurance program.

Contact information for the State Auditor's Office	
Public Records requests	PublicRecords@sao.wa.gov
Main telephone	(360) 902-0370
Toll-free Citizen Hotline	(866) 902-3900
Website	www.sao.wa.gov

Des Moines Pool Metropolitan Park District

AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 8 Assigned to: Board President Meeting Date: 09/17/2024

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):

- *September 24, 2024, Regular "Hybrid" Board Meeting, 7:00 p.m., Location DMPMPD Office (22015 Marine Drive So. #2B, Des Moines, WA)*
- *October 22, 2024, Regular "Hybrid" Board Meeting, 7:00 p.m., Location DMPMPD Office (22015 Marine Drive So. #2B, Des Moines, WA)*
- *Important Reminder that November and December meetings are moving to second week of each month.*

3. End of Meeting:

Fiscal Impact: _____

Proposed Motion: No motion necessary.

Reviewed by 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 _____ Reporting Back Date: _____

Notes:

- No attachments.