



Des Moines Pool Métropolitain Park District

November 11, 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 7:00 p.m. Also, present were Commissioners Thorell, Dusenbury, District General Manager Deschenes, Clerk Melum, Aquatic Manager Knox and Residents Gene Achziger and Ben Fortine. Commissioners Stender and Campbell were not present.

PLEDGE OF ALLEGIANCE – Commissioner Dusenbury led the flag salute.

ADOPTION/MODIFICATIONS OF AGENDA – District GM Deschenes made a modification to the agenda with item 8c Oath of Office for new board Commissioner Ben Fortine. Commissioner Dusenbury moved to approve the modified agenda. Commissioner Thorell 2nd. Motion passed 3-0.

ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS – There were no announcements, Proclamations, or Presentations.

PUBLIC COMMENT – Resident Ben Fortine mentioned he was having technical difficulties but was trying to join the meeting via his laptop instead of his cell phone.

6a. CONSENT AGENDA

Commissioner Thorell moved to approve the Consent Agenda including the vouchers and electronic transfer requests processed in July 2025 totaling \$173,323.75. Commissioner Dusenbury 2nd. The motion passed 3-0.

OLD BUSINESS

7a. Aquatic Manager Report Q3

The Aquatic Manager Knox presented the third quarter (Q3), July 1-September 31 for manager report for The Mount Rainier Pool. A copy of the report is included in the November 11 agenda packet.

7b. Policy 340 Financial Aid/Scholarship: Process Changes (2nd touch)

District GM Deschenes presented policy 340 as a second touch, reiterating the purpose of the policy and the process. District GM Deschenes said that The Aquatic Coordinator worked with Commissioner Campbell on finishing details for the scholarship form, and then he showed an example of how the application and portal will look on the website after it is rolled out. District GM Deschenes asked the board to pass policy 340 at this meeting so that the scholarship could be rolled out in time for swim lesson registration at the beginning of December 2025. 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 committed to compliance with both the Washington Law Against Discrimination and the Americans with Disabilities Act. The District's regular meetings are being held hybrid including remote access to give the community more access options. See the information above to join a meeting. If you have any questions, please contact Scott Deschenes, District General Manager at 206.429.3852 or info@mtrainierpool.com.

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moved to approve policy 340 Financial Aid/Scholarship: Process Change. Commissioner Thorell 2nd. Motion passed 3-0.

7c. Policy 516, Overtime Pre-Approval and Pay Rate Documentation (2nd touch)

District GM Deschenes turned the meeting over to District Clerk Melum to present Policy 516, Overtime Pre-Approval and Pay Rate Documentation. District Clerk Melum stated that SAO recommended the district implement policies and procedures that ensured better documentation on district employee overtime, pay rate and other status changes. District Clerk Melum went over the overtime approval process. District Clerk Melum reminded the board that this was the second touch for this policy and asked that the policy be approved. Commissioner Thorell moved to approve Policy 516, Overtime Pre-Approval and Pay Rate Documentation. Commissioner Dusenbury 2nd. Motion passed 3-0.

7d. Resolution 2025-09 Unclaimed Property

District GM Deschenes presented the board with Resolution 2025-09 Unclaimed Property. District GM Deschenes stated that he reported \$210.00 in unclaimed property to the Washington State Department of Revenue prior to October 31st, 2025, deadline. District GM Deschenes also said that he will be sending letters to all the patrons to inform them that they can contact the state to claim their property moving forward. District GM Deschenes let the board know a resolution must be passed to complete this. Commissioner Dusenbury moved to approve Resolution 2025-09 Unclaimed Property. Commissioner Thorell 2nd. Motion passed 3-0.

7e. City Currents Partnership Agreement (first touch)

District GM Deschenes updated the board on his meeting with the City of Des Moines Manager about the potential partnership with the City Currents magazine. District GM Deschenes said this would be a great opportunity for the district to have a permanent media outlet for pool updates, schedules, and special events. District GM Deschenes said he asked for 3-4 pages, but the City Manager negotiated 2-3 pages to allow for other allocated spots. The city will discuss this at their November meeting and will send a final ILA to be approved at our December 9th meeting. Commissioner Dusenbury about the budgeted amount for this agreement. District GM Deschenes said the cost was lower than the budgeted amount, but he allocated for any incidentals. Commissioner Thorell asked how much the district was currently paying for advertising. District GM Deschenes said the district was currently paying around \$9,000 but this was only for 1-2 pages.

7f. Vandalism Effects to the Mount Rainier Pool Systems

District GM Deschenes announced to the board that on October 20th, vandals broke into the Pacific Middle School construction site in attempt to steal copper wiring. The targeted line was a live electrical line that was supplying power to the Mount Rainier Pool through underground connection. This caused a power surge resulting in a loss of power to the pool and the surrounding area. Power was restored, but the surge damaged multiple facility systems including blown fuses, malfunctioning temperature controls, pump control failures, & damaged credit card terminal. Staff is still collaborating with contractors to assess the full extent of damage and obtain repair cost estimates. The district is also tracking all related damages, repairs, and lost revenues. A police report has been filed, and our insurance company has been notified.

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7g. Resolution 2025-12 Declaration of an Emergency Repair, Backflow Preventer

District GM Deschenes stated that the following the annual backflow prevention inspection, the backflow preventer is in critical need of replacement. This is a legal requirement to ensure pool water does not end up in the local drinking water. District GM Deschenes said that he met with the finance committee, and it was decided that the district's contracted maintenance vendor would complete the work for up to \$20,000. District GM Deschenes also mentioned the electrical fan repair that was still incomplete and said a report on both repairs would be made at the December 9th board meeting. District GM Deschenes asked the board to pass Resolution 2025-12 Declaration of an Emergency Repair, Backflow Preventer. Commissioner Dusenbury moved to approve Resolution 2025-12. Commissioner Thorell 2nd. Motion passed 3-0.

7h. District General Manager Wage and Benefit

District GM Deschenes presented the board with the agreement that was made between himself and the board of Commissioners following his annual review. District GM Deschenes went over the breakdown of his 2026 wage scale and benefits package. District GM Deschenes then asked the board to pass three motions approving each section of his wage and benefits package. Motion # 1 is District GM Deschenes wage increase. Commissioner Thorell moved to approve the District General Manager Raise from \$94,280.76 to \$124,276.00. Commissioner Dusenbury 2nd. Motion passed 3-0. Motion #2 is District GM Deschenes Benefits package. Commissioner Thorell moved to cover the District General Manager employee + dependents health benefits. Commissioner Dusenbury 2nd. Motion passed 3-0. Motion # 3 is for the backpay agreement made on August 12, 2024 review. Commissioner Thorell moved to backpay the District General Manager \$15,520.66 for out-of-pocket spouse benefits to June 1, 2024. Commissioner Dusenbury 2nd. Motion passed 3-0.

7i. 2026 Rate Discussion (2nd Touch)

District GM Deschenes presented the proposed 2026 rates which are based on the current (2025) rates at the Tukwila Pool but with a few differences to some of our special swim rates. District GM Deschenes asked that the board pass a motion to approve the 2026 rates. Commissioner Dusenbury moved to approve the 2026 Rates. Commissioner Thorell 2nd. Motion passed 3-0.

7j. 2026 Proposed Wage/Salary Scale (2nd Touch)

District GM Deschenes presented the proposed 2026 wage/salary scale which is based on Washington State minimum wage of \$17.13 as of 2026. District GM Deschenes explained that the district uses the minimum wage as a baseline to set all the other positions in the district. Each position received an increase of 2.88%. District GM Deschenes also explained that this is the process the district has used to determine the wage/salary rates over the last few years. Commissioner Thorell moved to approve the 2026 Wage and Salary Scale. Commissioner Dusenbury 2nd. Motion passed 3-0.

New Business

7k. Policy 520, Procurement (1st Touch)

District GM Deschenes gave the floor to District Clerk Melum. District Clerk Melum presented a draft proposal for updates to Policy 520, Procurement. District Clerk Melum said that SAO recommended this policy better match what we do and be updated to include formal training for all cardholders, better receipting documentation, and cardholder tracking. District Clerk Melum explained the changes to the existing policy which includes a new application for every

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new cardholder, full training for each cardholder old and new, and a new receipting structure. District Clerk Melum let the board know that no action was necessary at this time as this is a first touch.

8a. Policy 532, Fraud Prevention and Reporting (1st Touch)

District Clerk Melum presented new Policy 532, Fraud Prevention and Reporting, noting that this was the policy's initial introduction to the Board. She explained that the purpose of the policy is aligned with recommendations and incentives from AWC-RMSA. According to AWC-RMSA research, fraud incidents within local governments in recent years have resulted in average losses totaling millions of dollars. To help prevent similar risks within the District, Policy 532 is designed to strengthen internal controls by clearly defining staff roles and responsibilities, implementing dual authorization requirements, ensuring secure management and segregation of duties, providing staff training and periodic reviews, conducting internal audits, and adopting other preventative measures. District General Manager Deschenes added that adoption and compliance with this policy also qualifies the District for a zero-deductible benefit through AWC-RMSA.

8b. Oath of Office and New Board Member Onboarding Process

District GM Deschenes opened this agenda item by thanking Commissioner Thorell for her service and contributions to the Des Moines Pool Metropolitan Park District. He then announced that Commissioner-elect Ben Fortine will assume his position on November 25, 2025, when the November election is certified, and extended congratulations and a welcome on behalf of the District.

GM Deschenes also reported that MRSC has clarified that all elected officials, both newly elected and those continuing their service must formally take the Oath of Office for each new term. As a result, Commissioner-elect Fortine, Commissioner Campbell, and President Young will all need to be sworn in with legal counsel present at the December 9th Board meeting.

Budget and Levy Hearing

President Young opened the Budget Hearing:

"Pursuant to RCW 84.55.120, the Des Moines Pool Metropolitan Park District will now open the public hearing to consider revenue sources for the District's 2026 budget."

Budget and Levy Public Hearing

9a. 2026 Budget (Public Hearing)

The Budget and Levy Certification for 2026 are due on November 30, 2025, which is \$2,074,037.27 into the General Fund and \$2,796,680.45 into the Capital Reserve Fund. The District GM notified the board that the Capital Reserve Fund Budget includes \$1,764, 212.72 in grants and \$993,463.73, which have inflated the budgetary numbers.

9b. Budget and Levy Certification (Public Hearing)

The Budget and Levy Certification for 2026 are due to King County by November 30, 2025. For Resolution 2025-13 Certifying Property Tax Levy and Adopting an Operating Budget for the Fiscal Year Beginning January 1, 2026, the \$2,457,669, \$1,415,037.27 is for operations, while \$993,463.27 is set for capital. There is also \$9,454 in refunds that will help cover the total.

Ordinance Form 2152 is included with **Resolution 2025-13** and will need to be signed by the President of the Board of Commissioners. It reflects the information that is included in the resolution but is required by King County.

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For **Resolution 2025-14 Property Tax Increase** is for increases to the levy from one year to the next. The amount of levied taxes will be increased \$46,084 (1.97%) from 2025 to 2026.

The District GM did not include a Resolution for Substantial Need, as the resolution was not needed due to the resolution only needed to be completed if the Implicit Price Deflator (IPD) is below 1%. The IPD for 2025 was 2.44%, so the resolution was not submitted.

More Information including **Ordinance 2152**, **Resolution 2025-13**, and **Resolution 2025-13** can be found in the November 11 board meeting packet online and will be posted on the District's governance page (once signed). Motions moved to AIS 9d.

9c. Public Comment

President Young announced, "Members of the public may comment on items relating to the Public Hearing. Comments are limited to three (3) minutes per person. Exceptions may be made to the time restrictions of persons speaking at the discretion of the Chair, when warranted. For better public access, public could also have emailed in comments that were provided before the deadline, noon November 11, 2025.

There was no public comment made in-person or by correspondence.

9d. Budget and Levy Motions (Budget and Levy Hearing)

District GM Deschenes moved all the motions from public hearing to their own AIS. The process was set up to better utilize the screens of remote users.

Budget Motions: Certifying Budget

Commissioner Dusenbury moved to approve the 2026 Budget of \$2,074,037.27 in the General Fund and \$2,796,680.45 in Capital Reserve for the calendar year 2026 which includes \$1,764,216.72 in Capital Grants. Commissioner Thorell 2nd. Motion passed 3-0.

Levy Motion 1: Resolution 2025-13 Certifying Property Tax Levy and Adopting an Operating Budget

Commissioner Dusenbury moved to approve Resolution 2025-13 Certifying Property Tax Levy and Adopting an Operating Budget for the Fiscal Year Beginning January 1, 2026, of \$1,415,037.27 into the General Fund and \$993,463.73 into the Capital Reserve Fund. Commissioner Thorell 2nd. Motion passed 3-0.

Levy Motion 2: Resolution 2025-14 Resolution of Increase

Commissioner Dusenbury moved to approve Resolution 2025-14 to approve Resolution 2025-14 Resolution of Increase for an increase of \$46,084.00 between 2025 and 2026 levy certifications. Commissioner Thorell 2nd. Motion passed 3-0.

Levy Motion 3: Substantial Need

Substantial Need: **Motion Not Needed**. Implicit Price Deflator (IPD) exceeded 1% (2.44%).

10. Good of the Order

President Young circled back to Resident Achziger for a comment. Resident Achziger thanked Commissioner Thorell for her time served on the Board of Commissioners and welcomed Commissioner-elect Ben Fortine. Resident

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Achziger commented that it was pleasant to see such a strong group of individuals work so well together for a common goal stating it was a “breath of fresh air”.

Commissioner Thorell asked District GM Deschenes if he wanted to comment on the opening ceremony for the new light rail station coming up on December 6th. District GM Deschenes spoke a little bit about the event, mentioning that there will be pool staff helping out and thanked Commissioner Thorell for helping to get the pool involved with the event. Commissioner Thorell spoke more about the event including parking, agenda items, funding, etc.

District GM Deschenes stated he would provide a 2026 calendar at the December 9th board meeting to go over future meeting plans. President Young said that was a great idea.

Commissioner Thorell thanked everyone and wished everyone farewell.

Adjournment


With no further business to discuss. The meeting adjourned at 8:02pm.


UPCOMING MEETINGS


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


Respectfully submitted by Angela Melum, District Clerk.

Des Moines Pool Metropolitan Park District Board of Commissioners


Signed by:

0000E227C9C1467
Commissioner Young

Signed by:

5EBCDA9899F2474
Commissioner Dusenbury

Signed by:

9E199B12BF87C43B
Commissioner Campbell

Signed by:

0BBA2573B14E48C
Commissioner Stender

Commissioner Thorell

Signed by:

C8B03FA1BE4421
District Clerk Melum

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