



Des Moines Pool Metropolitan Park District

November 16, 2021

7:00 p.m.

Regular Meeting

District meetings are also held remotely. If you wish to listen in, please do so at 1-866-899-4679, access code 815-367-877. Public comment can be made by email to info@mtrainierpool.com. See stipulations below. For more information email Linda Ray at linda.ray@desmoinespool.org or call us at (206) 429-3852.

AGENDA

7:00 1. CALL TO ORDER ROLL CALL

7:03 2. PLEDGE OF ALLEGIANCE

7:06 3. ADOPTION/MODIFICATIONS OF AGENDA

4. ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS

7:12 5. PUBLIC COMMENT (Please Limit to Three [3] Minutes)

Remote Meeting: If you wish to make public comment, please submit in writing via email to info@mtrainierpool.com by Noon on Tuesday, November 16th. Please include your name, address and contact phone number. All timely submitted public comments will be read at the meeting subject to the time limit. Any public comments received after noon, will be read at the following regular meeting.

7:15 6. CONSENT AGENDA

a. EXPENDITURE/REVENUE SUMMARY

b. STAFF/CONTRACTOR/COMMITTEE REPORTS

Board Committees

District General Manager Administration Report

c. ADOPTION OF MINUTES

October 19, 2021, Regular Meeting

d. CORRESPONDENCE

None

e. BANK TRANSFERS (MRP REVENUE)

\$6,6764.61 was received in the month of October 2021

f. VOUCHER APPROVAL

\$37,006.89 was processed in October 2021 for warrant requests

g. KING COUNTY ELECTRONIC FUNDS TRANSFERS (EXPENSES)

\$44,795.23 was processed in October 2021 for payroll

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 remotely due to COVID-19. See the information above to join a meeting. If you have any questions, please contact Linda Ray, District Clerk, 206.429.3852.

7. OLD BUSINESS

- 7:20 a. Board Election Certifications
- 7:30 b. Aquatics Manager Q & A
- 7:50 c. Salary Schedule/Table Approval
- 8:00 d. 2022 Proposed Budget

8. NEW BUSINESS

- 8:10 a. 2022 Levy Rate
- 8:20 b. Resolution 2021-05 Levy Certification
- 8:30 c. Resolution 2021-06 Levy Increase/Decrease
- 8:40 d. Public Hearing Date

UPCOMING MEETINGS

- November 23, 2021, Public Hearing, 7:00 p.m., Virtual Meeting
- December 21, 2021, Regular Board Meeting, 7:00 p.m., Location TBD

ADJOURNMENT

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

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Des Moines Pool Metropolitan Park District

AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 6a-g Assigned to: Clerk of the Board Meeting Date: 11/16/2021

Under: Consent Agenda Attachment: Yes

Subject: Consent Agenda

Background/Summary:

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

Item 6a: Financial Summary

Expenditures October 2021: Total **\$83,865.99**

Admin Expenditures = \$28,184.10 Ops Expenditures = \$55,631.89 Capital Expenditures = \$0.00

Revenue October 2021: Total **\$379,260.99**

Property Taxes & Interest = \$372,328.76 Misc Revenue = \$167.62 MRP Revenue = \$6,764.61

Item 6b: Staff/Committee Reports

- District General Manager Administration Report

Item 6c: Adoption of Minutes

- October 19, 2021, Regular Meeting Minutes

Item 6d: Correspondence – None

Item 6e: Bank Transfers (MRP Revenue) reported above

Item 6f: Voucher Approval - The following voucher/warrants totaling **\$37,006.89** were approved for payment

- \$7,544.11 was processed on October 6, 2021
- \$6,946.87 was processed on October 13, 2021
- \$11,650.91 was processed on October 20, 2021
- \$10,865.00 was processed on October 27, 2021

Item 6g: Funds Transfers (Payroll) - The following Electronic Transfers to King County totaling **\$44,795.23** were processed for payment

- \$25,922.95 was approved for payroll on October 7, 2021
- \$18,872.28 was approved for payroll on October 22, 2021

A total of **\$81,802.12** was processed in October 2021 under the oversight of the Clerk of the Board.

Per RCW 42.24.180(3), "The legislative body shall provide for its review of the documentation supporting claims paid and for its approval of all checks or warrants issued in payment of claims at its next regularly scheduled public meeting or, for cities and towns, at a regularly scheduled public meeting within one month of issuance".

Fiscal Impact: Detailed above

Proposed Motion: I move to approve (or not to approve) the Consent Agenda including the vouchers and electronic transfer requests processed in October 2021 totaling **\$81,802.12**.

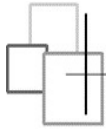
Reviewed by District Legal Counsel: Yes _____ No x Date: _____

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

Action Taken: Adopted Rejected Postponed

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

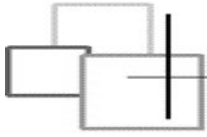
Notes:



2021 OCTOBER REVENUE

Account #	Reference	Oct 2021	YTD Balance	2021 Budget	Budget Balance
General Fund Taxes					
001-000000-311-11-00-00	Property Taxes	\$371,713.85	\$944,303.67	\$0.00	\$0.00
001-000-000-311-11-00-01	Timber Harvest Tax	\$0.00	\$0.08	\$0.00	\$0.00
001-000-000-317-20-00-00	Leasehold Excise Tax	\$0.00	\$4,604.74	\$0.00	\$0.00
	Total General Fund	\$371,713.85	\$948,908.49	\$0.00	\$0.00
Charges for Goods and Services					
001-000-000-347-60-00-00	Normandy Pk - Pool Use Fee (annual)	\$0.00	\$50,000.00	\$25,000.00	\$0.00
	Total Charges for Goods and Services	\$0.00	\$50,000.00	\$25,000.00	\$0.00
Miscellaneous Revenues					
001-000-000-361-11-00-00	Investment Interest	\$614.91	\$8,169.30	\$0.00	\$0.00
001-000-000-367-00-00-01	Contributions/Donations (to Scholarships)	\$0.00	\$1,072.00	\$0.00	\$0.00
001-000-000-369-81-00-00	Cash Over/Shorts (Refunds)	\$0.00	\$0.00	\$0.00	\$0.00
001-000-000-369-81-00-02	Misc Revenue *	\$167.62	\$52,305.74	\$0.00	\$0.00
001-000-000-369-81-00-03	MRP Cash Deposits	\$246.25	\$12,807.92	\$0.00	\$0.00
001-000-000-369-81-00-04	MRP Credit Card Deposits and Refunds	\$6,518.36	\$66,454.97	\$0.00	\$0.00
001-000-000-369-81-00-05	Reimbursements (Fitness Specialists)	\$0.00	\$458.00	\$0.00	\$0.00
	Total Revenue	\$7,547.14	\$141,267.93	\$0.00	\$0.00
Capital Projects/Reserve					
301-000-000-397-00-00-00	Transfer from General Fund - Capital	\$0.00	\$245,000.00	\$175,000.00	\$245,000.00
001-000-000-397-00-00-00	Transfer from Capital Projects Fund	\$0.00	\$0.00	\$0.00	\$0.00
	Total Capital Projects/Reserve	\$0.00	\$245,000.00	\$175,000.00	\$245,000.00
	Grand Total Revenue	\$379,260.99	\$1,385,176.42	\$200,000.00	-\$70,000.00

* Misc Revenue= Voided check



2021 OCTOBER EXPENDITURES

Beginning Monthly Balance = \$1,321,528.22

Ending Monthly Balance = \$1,613,319.82

Category/ Acct #	Reference	Oct 2021	YTD Expense	2021 Budget	Budget Balance	% of Budget
Salaries & Wages						
001-000-000-576-20-10-00	Commissioners - Subsidies	\$1,178.12	\$14,169.62	\$12,800.00	(1,369.62)	111%
001-000-000-576-20-10-01	District Manager - Wage	\$6,275.71	\$61,720.94	\$98,365.00	36,644.06	63%
001-000-000-576-20-10-02	District Clerk -Wage	\$1,685.43	\$18,798.79	\$28,119.00	9,320.21	67%
001-000-000-576-21-10-01	Aquatics Mgr -Wage	\$2,372.29	\$43,708.43	\$74,876.88	31,168.45	58%
001-000-000-576-21-25-02	Aquatic Coordinator	\$5,838.09	\$44,522.82	\$57,500.00	12,977.18	77%
001-000-000-576-21-25-04	Assistant Aquatic Coordinator	\$383.19	\$1,333.38	\$47,500.00	46,166.62	3%
001-000-000-576-21-30-01	Lifeguards	\$6,041.68	\$121,079.65	\$197,600.00	76,520.35	61%
001-000-000-576-21-30-02	Instructors	\$5,520.59	\$77,280.41	\$41,600.00	(35,680.41)	186%
001-000-000-576-21-32-02	Head Lifeguards	\$5,705.37	\$37,613.37	\$35,092.51	(2,520.86)	107%
001-000-000-576-20-21-19	Payroll Taxes	\$2,465.04	\$27,188.92	\$40,424.80	13,235.88	43%
001-000-000-576-21-42-05		\$8,252.51	\$90,087.28	\$135,335.20	45,247.92	67%
001-000-000-576-21-33-04	Overtime (OT)	\$460.75	\$460.75	\$1,560.00	1,099.25	30%
001-000-000-576-21-33-05	Family Medical Leave (FMLA)	\$0.00	\$0.00	\$1,257.98	1,257.98	0%
001-000-000-576-21-33-00	Sick Pay	\$106.99	\$2,215.34	\$13,461.13	11,245.79	16%
	Total Salaries & Wages	\$46,285.76	\$540,179.70	\$785,492.50	\$245,312.80	69%
Personal Benefits						
001-000-000-576-20-22-30	Personal Benefits (AWC/DRS)	\$1,582.47	\$14,728.53	\$10,239.30	(4,489.23)	144%
001-000-000-576-21-22-30		\$1,392.40	\$13,081.74	\$34,279.40	21,197.66	38%
001-000-000-576-20-22-40	Fringe Benefits (Car, Mileage)	\$135.00	\$1,336.50	\$2,000.00	663.50	67%
	Total Personal Benefits	\$3,109.87	\$29,146.77	\$46,518.70	\$17,371.93	63%
Grants						
001-000-000-337-20-00-01	Risk Reduction (Pool Gates)	\$0.00	\$0.00	\$3,910.20	3,910.20	0%
001-000-000-337-20-00-01	King County Youth Athletic Sports	\$0.00	\$0.00	\$10,000.00	10,000.00	0%
	Total Grants	\$0.00	\$0.00	\$13,910.20	\$13,910.20	\$0.00
Office Supplies						
001-000-000-576-20-31-00	Office Supplies	\$0.00	\$301.44	\$575.00	273.56	52%
001-000-000-576-21-35-03		\$137.59	\$1,562.32	\$1,925.00	362.68	81%
001-000-000-576-20-35-00	Office Equipment (non-capitalized-SAA)	\$0.00	\$1,774.78	\$2,000.00	225.22	89%
001-000-000-576-20-35-01	Computer Equipment (Non-capitalized)	\$16.50	\$1,275.74	\$4,000.00	2,724.26	32%
	Total Office Supplies	\$154.09	\$4,914.28	\$8,500.00	3,585.72	58%
Maintenance & Repair Supplies						
001-000-000-576-21-31-00	Maintenance Supplies and Small Tools	\$124.98	\$646.52	\$3,120.00	2,473.48	21%
001-000-000-576-21-35-02	Janitorial Supplies	\$214.27	\$3,986.17	\$5,200.00	1,213.83	77%
	Total Maintenance & Repair Supplies	\$339.25	\$4,632.69	\$8,320.00	3,687.31	56%
Pool Supplies						
001-000-000-576-21-40-00	Employee Recognition	\$125.00	\$378.86	\$500.00	121.14	76%
001-000-000-576-21-35-01	Pool Chemicals	\$618.98	\$3,972.94	\$25,000.00	21,027.06	16%
001-000-000-576-21-35-15	Special Pool Events	\$90.71	\$893.83	\$1,000.00	106.17	89%
001-000-000-576-21-42-06	Uniforms &Clothing	\$0.00	\$0.00	\$300.00	300.00	0%
001-000-000-576-21-43-06	First Aid Supplies (see COVID)	\$102.97	\$965.36	\$1,000.00	34.64	97%
001-000-000-576-21-49-01	Lifeguard Supplies & Equip	\$24.76	\$390.77	\$3,000.00	2,609.23	13%
	Total Pool Supplies	\$962.42	\$6,601.76	\$30,800.00	24,198.24	21%
Pool Equipment						
001-000-000-576-21-35-06	Equipment - BecSys PProbes (ER&R)	\$0.00	\$0.00	\$1,100.00	1,100.00	0%
001-000-000-576-21-35-14	Misc Pool Equipment (ER&R)	\$0.00	\$1,315.45	\$5,000.00	3,684.55	26%
001-000-000-576-21-35-16	Suit Spinners (ER&R)	\$0.00	\$0.00	\$4,000.00	4,000.00	0%
001-000-000-576-21-35-17	BecSys Remote System	\$0.00	\$0.00	\$2,000.00	2,000.00	0%
001-000-000-576-21-35-18	Pulsar System	\$0.00	\$2,277.00	\$5,000.00	2,723.00	46%

Category/ Acct #	Reference	Oct 2021	YTD Expense	2021 Budget	Budget Balance	% of Budget
Total Pool Equipment		\$0.00	\$3,592.45	\$17,100.00	13,507.55	0%
Professional Svcs - Front Offc						
001-000-000-576-20-41-01	Consulting Contracts	\$0.00	\$0.00	\$10,000.00	10,000.00	0%
001-000-000-576-20-41-04	Legal Services Contract (Snure)	\$2,030.00	\$10,367.50	\$14,000.00	3,632.50	74%
001-000-000-576-20-41-05	Financial Management Software - VisionMS	\$0.00	\$0.00	\$7,700.00	7,700.00	0%
001-000-000-576-20-41-08	IT Admin/Computer Services (CMIT)	\$3,890.60	\$22,177.10	\$22,500.00	322.90	99%
001-000-000-576-20-49-10	Printing/Copying (Canon)	\$137.13	\$1,001.86	\$2,625.00	1,623.14	38%
001-000-000-576-21-49-10		\$62.88	\$739.73	\$2,625.00	1,885.27	28%
001-000-000-576-21-42-03	Recreation Mgmt Software (CivicRec)	\$0.00	\$4,954.50	\$5,445.00	490.50	91%
001-000-000-576-21-42-04	Credit Card Transactions (Authorize.net)	\$107.20	\$603.06	\$1,500.00	896.94	40%
001-000-000-576-21-42-05	Payroll/HR (Heartland)	\$505.06	\$15,766.38	\$7,700.00	(8,066.38)	205%
001-000-000-576-21-42-09	Timekeeping (SubitUp)	\$0.00	\$2,400.00	\$3,000.00	600.00	80%
001-000-000-576-21-42-08	Water/Coffee (Mountain Mist)	\$0.00	\$715.53	\$2,000.00	1,284.47	36%
Total Prof Services-Front Offc		\$6,732.87	\$58,725.66	\$79,095.00	20,369.34	74%
Professional Svcs - Maintenance						
001-000-000-576-20-41-09	Janitorial Services-District Office	\$90.00	\$900.00	\$1,500.00	600.00	60%
001-000-000-576-21-31-01	Custodial	\$0.00	\$2,350.64	\$3,500.00	1,149.36	67%
001-000-000-576-21-31-02	CO2 Services (Central Welding)	\$198.14	\$3,033.60	\$2,000.00	(1,033.60)	152%
001-000-000-576-21-41-20	Gutter and Roof Management	\$687.50	\$687.50	\$3,432.00	2,744.50	20%
001-000-000-576-21-48-02	Rekey Services (Bill's Locksmith)	\$142.57	\$142.57	\$500.00	357.43	29%
001-000-000-576-21-41-30	Landscaping Services (NW Landscape)	\$549.41	\$5,494.10	\$7,069.92	1,575.82	78%
001-000-000-576-21-48-10	Maintenance Contract (MacD-Miller)	\$4,782.74	\$23,913.70	\$20,924.30	(2,989.40)	114%
001-000-000-576-21-48-11	Water Quality Main Contract (Aq Spec)	\$1,216.10	\$5,179.03	\$3,120.00	(2,059.03)	166%
001-000-000-576-21-47-05	Sewer Contingency	\$0.00	\$0.00	\$4,092.00	4,092.00	0%
Total Prof Services-Maintenance		\$7,666.46	\$41,701.14	\$46,138.22	4,437.08	12%
Repairs & Maintenance						
001-000-000-576-21-48-00	Maintenance Services (non-contracted)	\$3,187.18	\$35,025.32	\$150,000.00	114,974.68	23%
001-000-000-576-21-48-01	Office/IT Equipment Repairs	\$0.00	\$64.94	\$2,000.00	1,935.06	3%
Total Repairs & Maintenance		\$3,187.18	\$35,090.26	\$152,000.00	\$116,909.74	23%
Communications						
001-000-000-576-20-41-02	Web Design & Maintenance	\$0.00	\$1,264.00	\$3,000.00	1,736.00	42%
001-000-000-576-20-41-10	MS Subscription MS Office 365	\$59.46	\$762.55	\$2,000.00	1,237.45	38%
001-000-000-576-21-42-01		\$439.90	\$1,828.49	\$2,000.00	171.51	91%
001-000-000-576-20-42-00	Postage & Mailing	\$0.00	\$284.05	\$500.00	215.95	57%
001-000-000-576-21-42-07		\$0.00	\$229.05	\$500.00	270.95	46%
001-000-000-576-20-42-01	Telephone/Internet Services (Comcast)	\$298.46	\$2,202.75	\$3,750.00	1,547.25	59%
001-000-000-576-21-42-20		\$0.00	\$2,380.20	\$3,750.00	1,369.80	63%
001-000-000-576-21-42-21	Cell Phone (Google Fi)	\$0.00	\$131.07	\$750.00	618.93	17%
001-000-000-576-20-42-03	Work Email Accounts (Google Suite)	\$21.28	\$181.96	\$260.00	78.04	70%
001-000-000-576-21-42-30		\$71.23	\$255.54	\$260.00	4.46	98%
001-000-000-576-20-42-04	Email Notification System (CampaignMonitor)	\$118.00	\$708.00	\$873.60	165.60	81%
Total Communications		\$1,008.33	\$10,227.66	\$17,643.60	7,415.94	58%
Training & Travel						
001-000-000-576-21-43-10	Travel Expenses (Mileage, Tolls)	\$0.00	\$0.00	\$1,560.00	1,560.00	0%
001-000-000-576-21-43-01	Travel Expenses (Lodging, Per Diem)	\$0.00	\$0.00	\$1,040.00	1,040.00	0%
001-000-000-576-21-43-02	Training (LGI/WSI Certs)	\$707.00	\$2,714.00	\$2,600.00	(114.00)	104%
001-000-000-576-21-43-03	Certifications (non WSI)	\$0.00	\$0.00	\$3,120.00	3,120.00	0%
001-000-000-576-21-43-04	In Service Supplies (Internal Training)	\$112.85	\$160.81	\$2,000.00	1,839.19	8%
001-000-000-576-21-43-05	Swim Lesson Licensing (Amer Red Cross)	\$0.00	\$1,140.00	\$1,560.00	420.00	73%
001-000-000-576-21-43-07	Management Staff Training	\$0.00	\$0.00	\$2,000.00	2,000.00	0%
001-000-000-576-20-43-07		\$35.00	\$295.00	\$2,000.00	1,705.00	15%
Total Training & Travel		\$854.85	\$4,014.81	\$15,880.00	11,570.19	25%
Advertising						
001-000-000-576-20-41-07	District Advertising	\$518.00	\$9,439.04	\$16,000.00	6,560.96	59%
001-000-000-576-20-42-05	Bulk Mailing - District Postcard	\$0.00	\$0.00	\$4,284.80	4,284.80	0%
001-000-000-576-20-49-09	Bulk Printing - District Postcard	\$0.00	\$0.00	\$2,356.64	2,356.64	0%
001-000-000-576-20-41-40	Ad Design	\$75.98	\$433.24	\$500.00	66.76	87%
Total Advertising		\$593.98	\$9,872.28	\$23,141.44	13,269.16	43%
Rentals & Leases						
001-000-000-576-20-45-00	District Office Rental (Zen)	\$1,435.00	\$7,892.50	\$13,000.00	5,107.50	61%

Category/ Acct #	Reference	Oct 2021	YTD Expense	2021 Budget	Budget Balance	% of Budget
001-000-000-576-20-45-01	Storage Rental (AAAA)	\$550.00	\$3,300.00	\$3,600.00	300.00	92%
001-000-000-576-20-45-02	Miscellaneous Rentals	\$1,393.08	\$1,762.41	\$2,600.00	837.59	68%
	Total Rentals & Leases	\$3,378.08	\$12,954.91	\$19,200.00	6,245.09	67%
Utilities						
001-000-000-576-21-47-00	Electricity (PSE)	\$4,847.11	\$56,990.72	\$78,000.00	21,009.28	73%
001-000-000-576-21-47-02	Water (Highline)	\$0.00	\$4,978.40	\$9,360.00	4,381.60	53%
001-000-000-576-21-47-03	Garbage/Recycling (Recology)	\$25.50	\$2,700.29	\$5,000.00	2,299.71	54%
001-000-000-576-21-47-04	Sewer (Midway)	\$0.00	\$1,904.49	\$4,092.00	2,187.51	47%
	Total Utilities	\$4,872.61	\$66,573.90	\$96,452.00	29,878.10	69%
Insurance						
001-000-000-576-20-46-00	Insurance - WCIA, AWC	\$0.00	\$22,843.59	\$15,000.00	(7,843.59)	152%
	Total Insurance	\$0.00	\$22,843.59	\$15,000.00	(7,843.59)	152%
Miscellaneous						
001-000-000-576-21-40-20	Scholarships	\$526.40	\$3,545.35	\$19,661.00	16,115.65	18%
001-000-000-576-20-41-12	AMG Liabilities	\$42.50	\$42.50	\$500.00	457.50	9%
001-000-000-576-20-49-07	Misc. Services/Discrepancies	\$142.72	\$6,228.35	\$1,040.00	(5,188.35)	599%
001-000-000-576-20-49-08	Printing & Copying (Outside Vendors)	\$416.72	\$1,929.80	\$1,560.00	(369.80)	124%
001-000-000-576-20-49-60	Dues/Membershp/Subscriptions	\$675.00	\$2,149.42	\$4,000.00	1,850.58	54%
001-000-000-576-20-51-50	Background checks	\$72.00	\$377.50	\$1,820.00	1,442.50	21%
	Total Miscellaneous	\$1,875.34	\$14,272.92	\$28,581.00	(1,807.57)	50%
Intergovernmental Services						
001-000-000-576-20-51-02	Inspections (Fire Ext)	\$0.00	\$291.77	\$1,000.00	708.23	29%
001-000-000-576-20-51-03	B&O Tax/Agency (DOR)	\$2,844.90	\$5,717.19	\$1,000.00	(4,717.19)	572%
001-000-000-576-20-51-10	Services Contract - City of Des Moines	\$0.00	\$0.00	\$5,000.00	5,000.00	0%
001-000-000-576-21-49-20	Permits and Fees (KCHD, CoDM, Cash Mgmt)	\$0.00	\$1,042.00	\$1,000.00	(42.00)	104%
	Total Intergov Services	\$2,844.90	\$7,050.96	\$8,000.00	949.04	88%
COVID-19						
001-000-000-576-20-31-00	Office Supplies		\$26.41		(26.41)	0%
001-000-000-576-20-43-00	Training/Conferences		\$0.00		0.00	0%
001-000-000-576-21-31-01	Custodial		\$0.00		0.00	0%
001-000-000-576-21-35-02	Janitorial Supplies		\$2,646.14		(2,646.14)	0%
001-000-000-576-21-43-06	First Aid Supplies		\$2,073.73		(2,073.73)	0%
001-000-000-576-21-49-01	Lifeguard Supplies		\$32.92		(32.92)	0%
001-000-000-576-20-49-07	Misc Services/Discrepancies		\$241.01		(241.01)	0%
	Total COVID-19	\$0.00	\$5,020.21	\$0.00	(4,993.80)	0%
Capital *						
001-000-000-594-76-41-01	Capital - Permits, Fees, Inspections	\$0.00	\$0.00	\$1,500.00	1,500.00	0%
001-000-000-594-76-41-02	Capital - Advertising/Public Notices	\$0.00	\$0.00	\$500.00	500.00	0%
001-000-000-594-76-41-03	Capital - Architects/Engineers	\$0.00	\$10,106.25	\$25,000.00	14,893.75	40%
301-000-000-397-00-00-00	Transfer From General Fund to Capital	\$0.00	\$0.00	\$75,000.00	75,000.00	0%
	Total Capitals	\$0.00	\$10,106.25	\$102,000.00	\$91,893.75	
*Reserve starting balance \$214,079.00						
	TOTAL ADMINISTRATION	\$28,184.10	\$244,815.49	\$340,493.14	95,677.65	72%
	TOTAL OPERATIONS	\$55,681.89	\$632,920.46	\$1,057,369.32	424,448.86	60%
	TOTAL CAPITAL	\$0.00	\$10,106.25	\$102,000.00	91,893.75	10%
		\$83,865.99	\$887,842.20	\$1,499,862.46	\$612,020.26	141.67%

DES MOINES POOL METROPOLITAN PARK DISTRICT

Date: Thursday, August 11, 2021
To: District Board Commissioners
From: Scott Deschenes, District General Manager
Subject: October 15, 2021 to October 10, 2021 District General Manager Report

Week Ending October 15, 2021

BOARD MEETING AGENDA

Linda sent out the agenda on Thursday. There are some items that are still not resolved due to being in progress. Those items will be presented on Tuesday. None of the items that will be presented that night are to be voted on. They are all items that are in the informational stage.

SALARY SURVEY

I got two of four responses from local pools. I will present information at Tuesday's board meeting.

SWIM LESSONS

An email for Saturday Swim Lessons came out on Wednesday. This set of lessons will start on October 30, which is after King County's Verification of Vaccination Proclamation. Registration will start on Saturday, October 23. Click email link below for more information.

<http://createsend.com/t/d-48E247BC09CFBC772540EF23F30FEDED>

SCHEDULE CHANGE

We will be putting out messaging next week about the schedule change for October 25, where we will go back to appointment only. Our reasoning is that we are required to check everyone's vaccination status and exemptions. We will also be adding a Wednesday and Friday, morning aquatic exercise class from 10:30-11:30am. Quentin will present more information at the board meeting on Tuesday.

- Appointment Sheets – We revamped the appointment sheets to be easier for the staff to utilize. This should help better communicate information.
- Email Notification – The email notification will go out next week. We have found that when we put schedule changes out too early people get confused. We will put out the information early enough that people can make their reservations on time.
- Updated Guidelines – We are putting together guidelines for lap swimming, water exercise and water walking. We are also creating one for family/open swims since we will be limiting attendance in those programs and now require appointments.
- Safety Plan Update – We will be updating our Safety Plan next week to accommodate for the October 18 and 25 mandates. I was made aware of an update today that I will need to incorporate.

SWIM TEAM AGREEMENTS

We are working with both swim teams on getting finalized agreements for usage with the new mandates. We have given the deadline of October 17 to be instituted on October 18. Highline School District challenged the vaccine verification as WIAA had put together. I did some research afterwards and found a guidance document that was not on the Water Recreation Facilities page for King County but did exist. It

exempts school-based activities. We adjusted the agreement for HSD. The exemption from this document does not include private swim teams. The document came out on September 16 and the change was made on October 4.

<https://kingcounty.gov/depts/health/covid-19/current-guidance/~media/depts/health/communicable-diseases/documents/C19/LHO-proof-of-vaccination.ashx>

VACCINATION EXEMPTIONS

We have met with the three of four staff that requested exemptions. All three are setup and ready for the October 18 deadline.

KCYAS GRANT

Gene helped me with the King County Parks Grant due on October 15. I submitted the grant on the 14th, just to make sure there were not any technical glitches. Please see a copy of the attached submission including the service area map Gene created.

WCIA FALL MEETING

The WCIA Fall Meeting was Friday, October 15. They announced the new requirements for the 2022 COMPACT (which include our audit). One of the changes to the COMPACT require delegate or alternate to attend one of four classes on liability each year. Also, we are required to be audited each year. The audit topics were issues affecting larger cities including homeless and police. We can also choose an area that we wish to focus on, outside of these. Our audit will be in the Spring of 2022. If you have any ideas, please let me know.

CYBERSECURITY WEBINAR

Before each WCIA meeting they have a webinar on a relevant issue affecting local governments. This year they had a presentation on cybersecurity and ransomware. CMIT does all of our cybersecurity.

MAINTENANCE

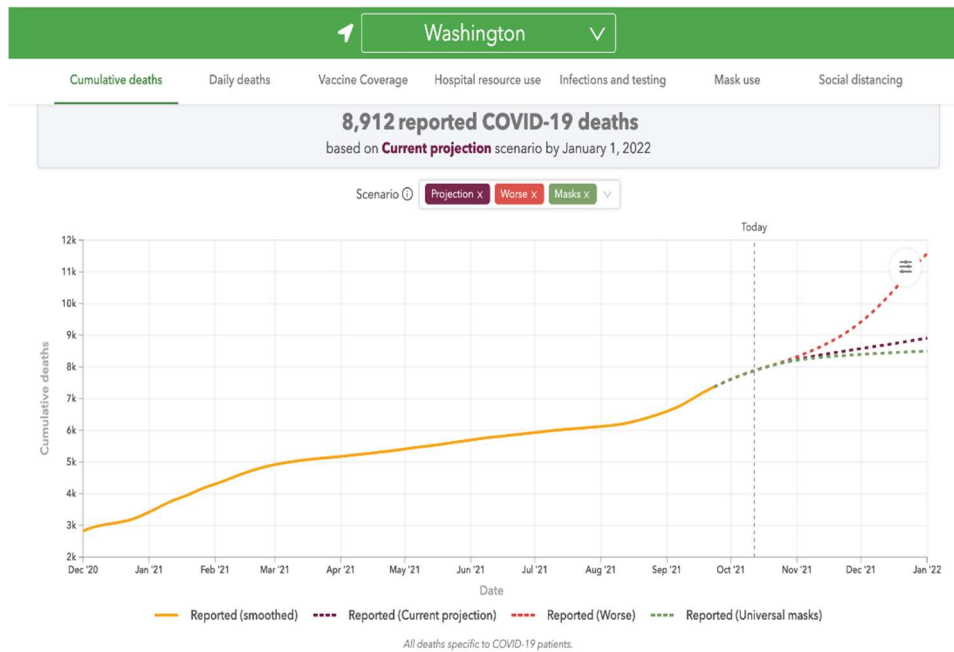
- ADA Chair – The ADA chair in the deep end has a broken footing. We have ordered a replacement chair, which is made of plastic. The chair is still usable and if someone needs the footrest, we may be able to utilize the one from the shallow end if we have enough staff on hand.
- ADA Stairs – ADA stairs were delivered on Thursday. We will work to get them installed next week. We will move the old stairs to storage until we are able to perform surplus process.

IN-SERVICE

Jared is leading an in-service for staffing this weekend.

WASHINGTON STATE IHME PREDICTIONS

The IHME predictions on Covid-19 from UW have been consistent. Here is their prediction through January.



RESEARCH

- Vaccine Mandates: Accommodating Disability and Religious Belief Exemptions (MRSC Blog) - <https://mrsc.org/Home/Stay-Informed/MRSC-Insight/October-2021/Vaccine-Mandates-Accommodating-Disability-and-Rel.aspx>
- Family of 14-Year-Old Who Was Found Drowned Under City Pool Cover Files \$70M Lawsuit (Newsweek)-<https://www.newsweek.com/family-14-year-old-who-was-found-drowned-under-city-pool-cover-files-70m-lawsuit-1637267>
- Shake It Up: Local Governments and Earthquake Preparedness (MRSC) - <https://mrsc.org/Home/Stay-Informed/MRSC-Insight/September-2021/Shake-It-Up-Local-Governments-and-Earthquake-Prep.aspx>
- “It’s Too Risky’: Pools to Reopen Amid Community Concerns (Sydney Herald) - <https://www.smh.com.au/national/it-s-too-risky-pools-to-reopen-amid-community-concern-20210926-p58uv1.html>
- Schools Blame Social Media for School Damages (CBS News) - <https://www.cbsnews.com/news/tik-tok-challenge-slap-a-teacher-school-vandalism/>
- How Pandemic Can Help Governments Prepare for Future Crises (Route Fifty) - <https://www.route-fifty.com/management/2021/10/how-pandemic-can-help-government-prepare-future-crises/185919/>
- Flu Practically Vanished Last Year. Now Doctors are Bracing for a Potential Twindemic of Flu and Covid-19 Spikes (Washington Post) - <https://www.washingtonpost.com/health/2021/10/08/flu-season-covid-shot/>

Week Ending October 22, 2021

BOARD MEETING FOLLOW UP

- Staffing Challenges Presentation: I emailed the presentation out on Wednesday morning. If you did not receive it, give me a call.
 - Also, here is the link on the presentation for the CPI in the Seattle area - https://www.bls.gov/regions/west/news-release/consumerpriceindex_seattle.htm
- Next Board Meeting: Just a friendly reminder that we added a budget meeting on Tuesday, November 9 at 7pm. Linda will send out the agenda packet and meeting login information the week before.
- Campbell Appointment: I notified King County Elections of Holly's appointment. Legal will perform the Oath of Office over the next couple of weeks before our November 9 meeting.
- Whidbey Presentation: I attached the Whidbey presentation, if any of the board would like to go through it.

SWIM LESSON REGISTRATION

Swim lesson registration starts on Saturday at 8:00am for current students. Quentin and Jared are working to finalize the classes, and work on communication of the changes after the October 25 King County Verification of Vaccination Proclamation. Quentin will be there on Saturday to make things are running smoothly.

OCTOBER 25 VACCINATION VERIFICATION PROCLAMATION

- Vaccination Checking: Staff is putting a V in parentheses "(V)" next to people that are vaccinated so staff do not need to check pass holders each time. This is not required, but elective by the patron to not need to bring it in each time.
- Updated Waiver for Passholders: Staff is now put a W in parentheses "(W)" next to people that have completed the Covid-19 waiver. Daily entry people will still need to sign in on each day.
- Voicemail Update: One of the newer staff is training to be a voice actor, so we are having him update the voicemail. It was posted Thursday. We are working to post an updated version over the weekend.
- Email Blast: The email blast went out on Wednesday. We had several people who checked the guidelines.
 - <https://createsend.com/t/d-F48357ECE684FC662540EF23F30FEDED>
- Guidelines: We have put guidelines together for lap swimming, water exercise and water walking. We also added one for Family and Open Swims. The guidance does require us to ensure social distancing inside and outside the water, so we have set these guidelines to help patrons be aware of processes before they attend. They are posted in the link above.
- Safety Plan: Legal is reviewing the safety plan changes and we should have the update posted next week. The current safety plan is posted on the governance page of the website.
- Agreements: Both swim team agreements have been signed and returned. The school district came back with one other item to be removed. I am updating it with them on Friday.
- Schedule: We updated the interactive schedule to reflect updates. We also made a flyer.
 - <https://mtrainierpool.com/wp-content/uploads/October-25-Schedule-Update.pdf>
- Signage: We have the sandwich boards ready to go for Monday. The VR Code will be closest to the street, with the vaccination verification next and the mask sign closest to the door.



SWIM TEAMS

SMAC is holding Monday, Wednesday and Friday evenings to try to find a new coach for one of their teams. They are still paying until they know of the usage. If they cancel, we will try to fill the time with evening lap swimming.

RENTALS

Although we are not ready to go back to birthday parties and larger rentals, we will start to allow safety trainings and swim meets.

- The Port of Seattle will be meeting on October 11 and 19. They will be using two lanes.
- SMAC will be hosting a swim meet without spectators on October 31. We appreciate that SMAC will have the meet in the morning before we open at 11am.

Both activities have low contact, and we were able to work around existing programming.

OCTOBER 23 MRHS JAMBOREE

Mount Rainier High School had a swim jamboree on Friday, October 23. Due to the inability to adequately social distance, we will not have spectators at the meet.

WOODMONT PTSA NIGHT

We have been in communication with Woodmont about setting up a post-pandemic, PTSA night for their school. We are going to contact them next week after adjusting to all the changes to schedule a meeting.

STAFFING

The pool management team added two more staff members over the last two weeks. We did setup an accommodation for one of the staff that is in the process of their vaccination shots. They should be eligible to be ready for full duty in mid-November.

MAINTENANCE UPDATE

- AHU CONTROLS – We are still awaiting the JACE Controls to come in.
- ADA STAIRS – There are a lot of parts to the stairs. For safety and liability, we will have Aquatic Specialties construct them in the next couple of weeks, depending on their availability.

GIFT CERTIFICATE DONATION

We donated a swim lesson session to the Hi-liners Musical Theater auction, November 7-13. For more information on the auction, click the link below.

<https://www.hi-liners.org/auction.html>

SEEK GRANT

Gene sent me some ideas for the SEEK Grant through King County. I will update you in a future email with more information. Below is the SEEK Grant information posted on a WRPA email.

SEEK Fund 2022 Cycle Is Now Open

Funding Opportunity for K–12 Youth Summer Programs

WRPA, in collaboration with the AWC, is excited and proud to announce a \$10 million funding program. This program is administered by AWC and made possible by funds provided to the OSPI and it will enable local parks and recreation agencies throughout our state to expand summer outdoor education programs offered to school-aged kids.

The purpose of SEEK funding is to increase access to quality outdoor summer programming for youth and communities who have historically been underserved and who have been most impacted by the COVID-19 pandemic.

We encourage you to learn more about the SEEK Fund today and start gathering the information you need for the online application!

Download the Application Guide & Project Cost Worksheet to get started.

WRPA LEGISLATIVE AGENDA

In 2021, RCO received a one-time, \$42 million allocation – funding left over from the \$300 million in state bonds used to build the Seahawks Stadium (now known as Lumen Field). The bond funds grew out of a voter-approved referendum enabling the stadium to go forward but also requiring using some of the money to pay for local youth athletic facilities. It is now incumbent on RCO to develop a sound plan for how to use this one-time funding to benefit youth. RCO will do so in collaboration with the Governor’s Office and the Office of Financial Management (OFM) as well as stakeholder partners such as WRPA. We at WRPA consider the development of this plan to be vital so that the funding is not “re-purposed” by the Legislature and does not end up undermining the ongoing Capital Budget allocations for the Youth Athletic Facilities (YAF) program.

I have attached the rest of the legislative agenda to this email.

WCIA COMPACT

I must attend two trainings before the end of the year to meet our WCIA Compact. The compact are our requirements to be a part of the pool. I usually have this done by mid-year, but it has been a challenge this year.

RESEARCH

The new park movement: more resilient park access <Also applies to other recreation activities> (NRPA) - <https://www.nrpa.org/parks-recreation-magazine/2021/october/the-new-parks-movement-resilient-park-access/>

A conversation with Dr. John L. Crompton <Equity with limited resources> (NRPA) - <https://www.nrpa.org/parks-recreation-magazine/2021/october/a-conversation-with-dr.-john-l.-crompton/>

FALL PHOTO OF BUILDING

Need to clear path of leaves before landscapers come to clean, but it makes for a nice photo.



Week Ending October 29, 2021

SWIM LESSON REGISTRATION

Swim lesson registration was last Saturday for current students and last Tuesday for new students. Most of the classes are filled with one person on a few of the waiting lists (as of Thursday). Quentin added a class. Staff were instructed to notify each and every participant of the vaccination verification requirements and the one adult per child in the water before people registered. Quentin has been working on improving communication between the pool and the desk to help with a smoother registration process.

SCHOLARSHIP PRE-APPROVAL EVENT

Due to Covid-19, we have not had a scholarship pre-approval event. We had some people that were not aware of the process. We will try to schedule the next one a couple of weeks before our next session of swim lesson registrations. We are starting to add more people that can speak multiple languages and will see if we can have them at these events. Note-we gave out at least \$526.40 during October.

SCHEDULE UPDATE

On Monday, we started appointment only reservations. We received a number of calls on Saturday during swim lesson registration. I came in on Monday to talk to participants about the change. There were a few questions, but once we explained why we chose to have appointments and people saw the process for having to verify information, they seemed okay with it. This will allow us to not have lines out the door and get people's verified vaccination notes onto their accounts. Staff is already working on a schedule update for the future, and we hope to have a smooth transition. We did get one negative comment on Facebook about not understanding why we were being so restrictive, but no one else liked or commented in response (at this time).

One thing we have discovered is some people really like the reservation system. We are hoping to offer it during non-peak times to try to steer people towards the underused times. I reached out to Tukwila Pool on their software, Omnify. It would cost around \$1,200/year + taxes.



STAFFING

The pool staff has added two staff, 18 and older and are getting commitments from staff who were taking time away due to going back to in-person schooling. They hope to expand programming in November or early-December.

JOINT TRAINING

Jared and Quentin are working with Covington Aquatic Center on a joint Water Safety Instructor class later this Fall. They will be sending some of their participants to fill out our trainings. Our participants will be placed first, with their participants taking the leftover class spots.

PHONE SYSTEM UPDATE

We are adding two phone extensions to better get information from patrons. The first will be a reservation line for when people call when the pool is closed, or staff is away from the desk. The second is a swim lesson contact number. We hope to have this implemented next week. We will be updating the message in the short-term, so people can leave information for their appointment.

WEBSITE UPDATE



We updated the schedule page to reflect the changes in programming, the fees page to have a link to the 2022 fees, and the governance page to include Holly Campbell's information and the updated safety plan (10/25/21 update).

PTSA NIGHT MEETING

Gene, Quentin and I are meeting with the Woodmont K-8 about a PTSA night post-pandemic. We are meeting online next Thursday.

RENEW ACTIVE & ONE PASS

We are shooting for implementing Renew Active & One Pass Health Insurance programs. These programs include access for United Healthcare, AARP and other programs. We are shooting for mid-November (11/15/21) for our start-up date.

Optum Medicare Fitness						
Program Name	 One Pass [™] One Pass Medicare and Medicaid					 Renew Active [™] UnitedHealthcare
Program Start	Launching January 1, 2022					Available Now
Client	Medica	UCare & EssentiaCare	Aspirus	Colorado PERA (Public Employees Retirement Association)	UnitedHealthcare Community Plan of Virginia - Medicaid	UnitedHealthcare Medicare Advantage, AARP Medicare Supplement, UnitedHealthcare Group Retiree
Insurance Plan Service Area	IA, MN, ND, NE, SD, WI	MN	WI	CO	VA	Nationwide
Member Websites (Launching 10/1/2021)	rallyhealth.com/onepass-medica	ucare.org/onepass	aspirushealthplan.com/members/onepass	rallyhealth.com/onepass-copera	RallyHealth.com/onepass-uhcva	https://uhcrenewactive.com
Member Code	Each member will have their own unique Member Code beginning with the letter "A" or "S" followed by 9 digits Example: A123456789					
Membership	Member does not pay enrollment fees, key tag fees or annual fees. Member does not pay monthly membership dues. Facility to report usage monthly from the 1-5 th to Optum on www.HealthyContributions.com Facility receives reimbursement by the 25 th of each month.					

This document is only for internal use only, do NOT distribute to members.

WCIA COMPACT

Quentin and I are having our orientation meeting with WCIA on Tuesday. This will cover one of our two remaining trainings to complete our annual COMPACT. The other training is covered by the MRSC webinar below. The COMPACT are annual requirements to be a part of their insurance pool.

WEBINARS

Due to training requirements for WCIA and onboarding for insurance memberships, I attended two webinars on Thursday morning.

- Creating a Diverse Workforce: Inclusive Hiring Practices for Local Governments (MRSC) – The webinar went over hiring practices and potential pitfalls for better diversity hiring processes.



Become a Leader in the Field



- Renew Active & One Pass (United Healthcare) Onboarding- I attended an orientation on the processes for processing of potential members, billing and other processes. This program has tiers, which it was good to see in a training.

WRPA FALL WEBINAR SERIES

Pre-pandemic Washington Recreation and Parks Association (WRPA) would hold a Fall conference with many speakers. Due to Covid-19, they have cut back their programming to be one speaker. The webinar series will be on November 5 and 12, 9:00am-Noon. The trainings cover customer service and post Covid-19 services. If you are interested, please email me, or call me ASAP.

WRPA traditionally holds a training event in the fall. This has evolved and taken on many shapes over the years. In 2019, it was a summit focused on leadership. In 2020, it was held virtually. This year, we were excited to finally be back in person at the Lynnwood Convention Center. However, due to low enrollment and a concern for the health and safety of participants, instructors, and staff amid the ongoing COVID pandemic, WRPA will no longer be holding the October Fall Training Event in person at the Lynnwood Convention Center. Instead, we will be transitioning the content from this course to an online webinar series format. ([Click here for more information.](#))

SEEK GRANT

Although the grant focuses on summer, outdoor programming, we are going to put an application in. The deadline is on November 18. Below is an example of a program that Gene has suggested. We will start working on this. This will require potential partnerships with other local public and private pools.

Parks and Recreation will Recruit Youth for Aquatic Careers (Our Weekly LA) -

<https://ourweekly.com/news/2021/09/23/parks-and-recreation-will-recruit-youth-aquatic-ca/>

We are going to approach Maritime HS about a potential partnership for a summer program for access to water. We will inform you how this goes in future reports.

MAINTENANCE UPDATES

- Power Outage – Quentin came in last Sunday to reset the pumps, due to a power outage. The remote monitoring system had sent us a notification that the system was down. Thanks to him coming in, we were able to open on time on Monday.
- Electrical – Quentin was trying to re-establish the power outlets from the crawl space over the back equipment room, next to the scoring system. We were notified that by code, we would have to have this repaired. It will be around \$1,500 for the carpentry for the wires to be accessible and we are still awaiting a quote on the electrical work. This is an item that must be done.
- Other – We are still awaiting installation of both the ADA stairs and the JACE system for the air-handling unit.

RESEARCH

- Will Muni Bonds Get a Big Boost from Capitol Hill (Governing) - <https://www.governing.com/finance/will-muni-bonds-get-a-big-boost-from-capitol-hill>
- The Migration to Smaller Cities will Continue Post-Pandemic (Governing) - <https://www.governing.com/community/the-migration-to-smaller-cities-will-continue-post-pandemic>
- What is a 15-Minute City?: Why Should I Care? (MRSC) - <https://mrsc.org/Home/Stay-Informed/MRSC-Insight/October-2021/What-is-a-15-Minute-City.aspx>
- Management Challenges in Parks and Recreation (NRPA) - <https://www.nrpa.org/parks-recreation-magazine/2021/november/management-challenges-in-park-and-recreation-agencies/>

Research Shows that Unequitable Access to Parks Remains a Barrier to Lifesaving Benefits (NRPA) -

<https://www.nrpa.org/parks-recreation-magazine/2021/november/research-shows-that-inequitable-access-to-parks-remains-a-barrier-to-lifesaving-benefits/>

Week Ending November 11, 2021

I will be off starting tomorrow for Veteran's Day. Below is this week's report. Any information after today will be included in next week's report.

BOARD MEETING

Just a reminder that we have our regular board meeting this Tuesday, November 16 at 7:00pm. Linda will be sending the packet out tomorrow. She just received the reconciliation from King County today and is doing an amazing job to get everything out.

BOARD MEETING FOLLOW-UP

- Public Hearing – Just a reminder that we added a special meeting on Monday, November 22 at 7pm. This will be a public hearing and you have requested me to post it in the Waterland Blog. I am also checking with legal to make sure there are no updates on hearing processes during Covid-19 times.

- Agenda Packet for November 22 – We will update all the presented materials for a final look through in the November 16 agenda packet before being a part of the November 22 packet. Note-even though the special meeting on November 22 will be on a Monday, the packet will still come out on a Thursday. (We will need the time to complete it.) We will also be vetting information through King County to make sure the materials in the November 22 packet meets their requirements. They've had changeover and new staff sometimes equals new requirements. We are hoping to not need another special meeting.
- SEEK Grant – Gene and I met on Wednesday to discuss an alternative approach to the SEEK Grant. I will update you in next week's report with more detailed information. The grant is due on November 18.

SCHEDULE CHANGES

Quentin is getting more staff that are returning to work. He is working on an updated schedule and will be at the meeting on Tuesday. It looks like our next schedule change will be around November 29.

PTSA NIGHTS

We reached out to Parkside Elementary, and they are going to discuss it as a board. We will schedule a meeting in the future and try to work around the appointment we have already made for Woodmont. We will approach Des Moines Elementary next week.

DES MOINES CITY CURRENTS AD

Below is our full-page of ads for the Des Moines City Currents. It is scheduled to be posted/mailed out the week of November 22. Thanks to Shane Stender for the help.

Fun is a State of Mind at the Mt. Rainier Pool

We have scholarships and healthcare memberships to keep you swimming through these turbulent financial times

Scholarships for all ages

- Up to 90 percent off
- Good for swim lessons, lap swimming, water walking and water exercise
- Use HUD Guidelines, free/reduced lunch verification or foster child verification

Healthcare memberships

- Including, but not limited to:

More Information

- Visit our website at www.mtrainierpool.com
- Email: info@mtrainierpool.com
- Phone: 206.824.4722

Check Out Our Schedule & Services

MOUNT RAINIER POOL, DES MOINES POOL METROPOLITAN PARK DISTRICT
22722 19th Ave S, Des Moines WA 98198
206.824.4722 | info@mtrainierpool.com

[f](#) [t](#) [@MTRAINIERPOOL](#)

Earn Money While Making a Difference

FREE TRAINING and FLEXIBLE WORK HOURS

Now hiring cashiers, swim lesson instructors, and lifeguards

Applicants must be 15 years or older

Paid training and certification included (Up to \$250 Value)

Great experiences and teamwork included

Call 206-824-4722 or scan QR Code to text Quentin today

We'll get you certified

Flexible schedules work around your life

Build your resume

Not a great swimmer?

Call about free swim training

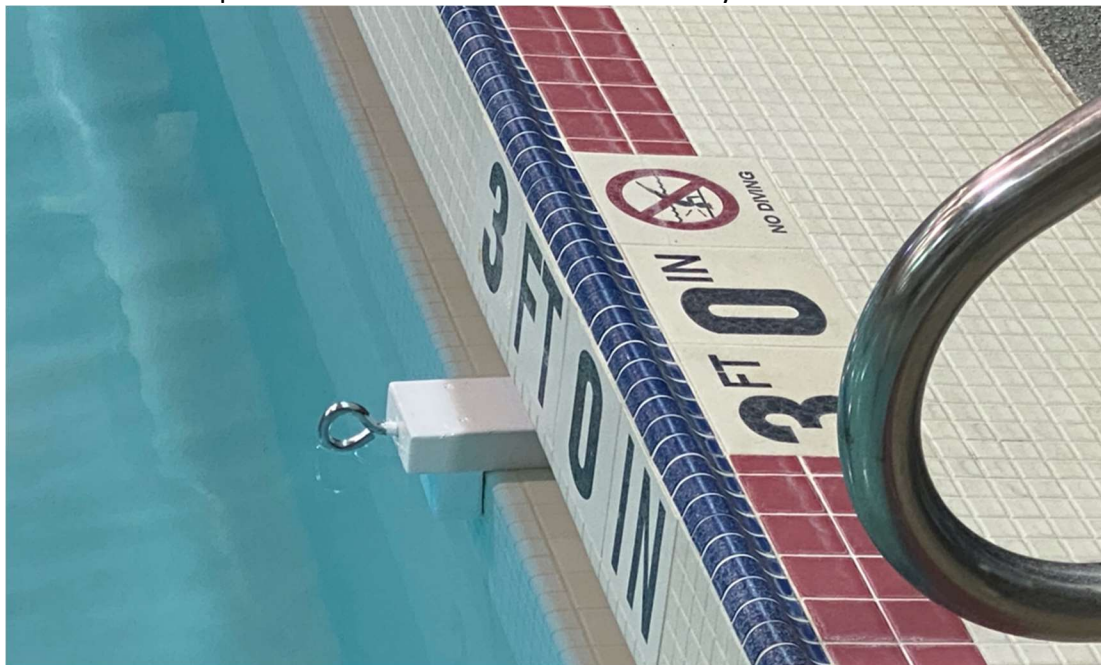
MOUNT RAINIER POOL, DES MOINES POOL METROPOLITAN PARK DISTRICT
22722 19th Ave S, Des Moines WA 98198
206.824.4277 | quentin.knox@mtrainierpool.com

[f](#) [t](#) [@MTRAINIERPOOL](#)

DES MOINES CITY CURRENTS | WINTER 2022 | 9

MAINTENANCE

- Shallow End Line Separators – I asked Marty Martinson his recommendation on developing a spacer for the narrow end. He did us one step better and is building us some. He brought in a couple that he made in his shop. (Always doing more than expected.) Quentin had this idea to help better separate swim lessons for more efficiency.



- Electrician – The City Project Manager and the City Electrician looked at the outlets next to the scoring equipment and made some recommendations. Quentin and I are going to look at the area on Monday to communicate information to get a quote.
- Plumbing Repair – Quentin is working with Aquatic Specialties to complete the slow leak repairs in the pit. Aquatic Specialties will be coming in early on a weekday morning to get the project completed before we open.
- ADA Stairs – Aquatic Specialties is also working with Quentin on coming in to complete the stairs project.
- JACE Controls – Sunbelt Controls was supposed to come in this week and complete the repair. They may get delayed due to the weather. We will update you in future reports.
- Gate Installation – Once budget season is completed, I will start working to get the gate installed again.

STAFFING OUTREACH

We had a management staff meeting on Monday and discussed outreach to other local pools about working together to deal with the staffing issues we are all having and how to better work together with other service providers.

SWIM TEAMS

Just a heads up that the private swim team has been paying to hold space on Monday, Wednesday, and Friday evenings. They are in the process of hiring a coach. Also, the high school dive team requested space during the private swim team's allocated time for their boy's season, but we cannot accommodate it due to our agreement with the private swim team.

WRPA LOBBYIST UPDATE

I have a few important updates to send your way this Monday morning. See below:

1. **“Great Outdoors Day” jointly put on by WRPA and the WA Wildlife & Recreation Coalition – will be 1/20/2022 – See Registration Link:**

[2022 Legislative Day Registration, Thu, Jan 20, 2022 at 7:00 AM | Eventbrite](#)

Please join us for the 2022 version of Great Outdoors Day, which will be virtual (as was the case in 2021). In addition to the Jan. 20 day “in Olympia,” a note that we will also be scheduling Zoom briefings and presentations with key legislators – look for more information on those, which will be either on Jan. 14, 18, or 19.

2. **Congress passes Infrastructure Investment & Jobs Act (IIJA) – reminder of \$100 Million new investment for Local Parks**

I’m passing along several links to information in the aftermath of a significant U.S. House action Friday, approving by a 228-206 vote the “Infrastructure investment and Jobs Act” (AKA the federal infrastructure bill) that had already cleared the U.S. Senate. I’ve linked immediately below my Contact Information coverage from *The Seattle Times* and *The Hill*, along with a very detailed write-up in the *Washington Post* detailing categories and amounts of funding as well as some jobs figures. As a reminder, per the *Trust for Public Lands*, we had already been aware of a \$100M investment in local parks within the package – I’ll be double-checking to ensure that made it into the final.

The *Times* article in particular provides estimated funding to be received by the State of Washington as well as Sound Transit (estimated \$380 million).

President Biden has hailed passage of the bill and has left no doubt he will sign it. Still left in the balance is what is variously called the “Reconciliation Bill” and the “Build Back Better Act,” a package of some \$1.75 trillion in investment in social programs, climate change, and the like. With passage of the infrastructure bill, it is clear to most Washington, D.C. folks that President Biden will have to find an investment level and investment mix in “Build Back Better” that will be acceptable to moderate Democratic US Senators Joe Manchin (W. Va.) and Kyrsten Sinema (Az.) if he is to get that package to the finish line.

As I learn more and get more WA State information about the infrastructure measure, I will send it along.

Coverage in Seattle Times and in The Hill, a DC-based publication covering all things Congress – and link to article on 19 US House Members (13 Republicans-yes; 6 Democrats – no) who broke with parties (none from WA State)

[Federal infrastructure package is an \\$8.6 billion ‘game changer’ for Washington state | The Seattle Times](#)

[Biden hails passage of infrastructure bill: 'Long overdue' | TheHill](#)

[In infrastructure votes, 19 House members broke with their party | The Seattle Times](#)

[Here’s what’s in the \\$1.2 trillion infrastructure package - The Washington Post](#)

3. **A note about Wendy Brown – Recreation & Conservation Office (RCO) – Leaving for job in the State Senate**

It's somewhat bittersweet that I let you know about this one, as it is a tough loss for us but a very nice challenge for her. Wendy Brown, who has been the Legislative and Policy Director for RCO the past seven years, reporting directly to Kaleen Cottingham and more recently to Megan Duffy, is leaving RCO at the end of this month. Wendy will be taking on a newly created job with the State Senate Ways & Means Committee, supporting the Capital Budget coordinator and focusing on the natural resources portfolio that she has very good background and expertise in knowing.

Wendy has been a talented, helpful, and collaborative partner not only for WRPA but for so many of us who work on outdoor recreation issues. She was instrumental in helping to staff the Outdoor Recreation Caucus, an extremely helpful behind-the-scenes ally as we successfully sought funding for the Trails Data-Base in the Capital Budget, and a wonderful resource on much more. She will be missed, but we wish Wendy the absolute best as she takes on a new professional challenge in her career. Wendy's e-mail is Wendy.Brown@rco.wa.gov for any of you that have had the chance to work with her and may wish to thank her or send well-wishes.

CITY OF DES MOINES PARKS AND RECREATION STUDY

The City of Des Moines discussed the findings of their parks and recreation study. See link below to watch meeting.

<https://www.youtube.com/watch?v=v4ReabLOL3o>

RENEW ACTIVE (INSURANCE PROGRAM)

We will start accepting Renew Active on Monday but will make an announcement with our schedule change on November 29. We are reaching out to people that have requested this service in the past.

HOLIDAY/OFF

Just a reminder that Thursday is a state holiday. The pool will be open, but full-time staff will be taking their holiday. I will also be off Friday, but I should be reachable by phone.

RESEARCH

- Want Equity and Prosperity? Invest in Urban Public Spaces (Governing) - <https://www.governing.com/community/want-equity-and-prosperity-invest-in-urban-public-spaces>
- Who is Responsible for Equity (NRPA) - <https://www.nrpa.org/parks-recreation-magazine/2021/november/who-is-responsible-for-selecting-the-interpretation-of-equity-that-a-park-and-recreation-department-adopts/>



Des Moines Pool Metropolitan Park District

October 19, 2021

7:00 p.m.

Remote Online

MINUTES REGULAR MEETING

CALL TO ORDER/ROLL CALL

President Young called the meeting to order at 7:00 p.m. Present were Commissioners Dusenbury and Achziger; Des Moines resident, Holly Campbell; Acting Aquatics Manager, Quentin Knox; District General Manager Deschenes and District Clerk Linda Ray.

Commissioner Stender joined the meeting at 7:03 p.m.

PLEDGE OF ALLEGIANCE – Commissioner Dusenbury led the flag salute.

ADOPTION/MODIFICATIONS OF AGENDA -- The agenda was adopted unanimously.

ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS – None

PUBLIC COMMENT -- None

CONSENT AGENDA

Commissioner Achziger moved to approve the Consent Agenda including the vouchers and electronic transfer requests processed in September 2021 totaling \$88,303.78. Commissioner Dusenbury 2nd. The motion passed 4-0.

OLD BUSINESS

7a. Board Appointment

It was announced at the September Regular Meeting that Commissioner Eric Kasnick was resigning from the Board effective immediately. Des Moines resident Holly Campbell, who is running unopposed for Board Position #4 in the November election, volunteered to step into Position #2 until after the election. She will then fill Position #4 for a 4-year term. It was noted that Positions #2 and #4 were open for the election with Position #2 to have a longer 6-year term.

Commissioner Achziger moved to suspend advertising for the open board position due to applicant running unopposed for a position and inadequate time to advertise before election is certified in November. Commissioner Dusenbury 2nd. Passed 4-0.

Commissioner Dusenbury then moved to appoint Holly Campbell to position #2 of the Des Moines Pool Metropolitan Park District. Commissioner Stender 2nd. Passed 4-0.

Commissioner Campbell will be officially sworn in by legal counsel, Brian Snure.

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

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

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

The Des Moines Pool Metropolitan Park District is committed to compliance with both the Washington Law Against Discrimination and the Americans with Disabilities Act. The District's regular meetings are being held remotely due to COVID-19. See the information above to join a meeting. If you have any questions, please contact Linda Ray, District Clerk, 206.429.3852.

**Des Moines Pool Metropolitan Park District
Meeting Minutes – 10/19/2021**

7b. Schedule Update

Acting Aquatics Manager Quentin Knox presented the schedule update. The presentation is on file.

He reported that as of October 18th in line with Washington State Covid Mandates, all staff members will be fully vaccinated, have a negative Covid test result, or have an exception on file. Employees will be paid for their time when testing.

As of October 25th, all pool users must make an appointment to use the facility. Showers will be open upon exiting the pool only. Pool users must shower at home before coming to swim. The spectator area will be closed during swim meets and swim team practices, but open during swim lessons.

Due to limited staffing, the facility will be opening at 10:30 a.m. on weekdays. The AM stated they are actively searching for older candidates that are willing to work early morning hours.

Reservations are presently by phone and in-person only. Commissioner Stender advocated researching online options in order to improve this process.

All contractors entering the facility as well as swim team participants must wear masks while on the pool deck, and 12 years and older must follow vaccination mandates

District General Manager Deschenes stated that the Safety Plan has been updated with the new mandates and the schedule update will be sent out via email blast on Wednesday.

7c. Aquatic Facilities Grant Application Update

District General Manager thanked Commissioner Achziger and the Finance Committee for their assistance in completing the Aquatic Facilities' Grant which was submitted on Thursday, October 14th. The grant, if received, could provide as much as \$100K towards costs associated with Stemper Architecture Collaborative's bid for a site assessment and feasibility study.

7d. Part-time Employee Wages Update

DGM Deschenes was asked to perform a salary survey of area pools by the Board at the September meeting. He contacted the Tukwila Pool, King County Aquatic Center, Evergreen Aquatic Center and Federal Way Community Center. The latter two did not respond.

Tukwila reported their salary ranges from \$15 to 22.75/hr for various positions with only summer incentive pay. Benefits include a free swim pass for employees and family members.

KCAC salary ranges are from \$17 to 22.53/hr. No incentives are offered. They provided no other information.

The DGM spoke with the MRP frontline staff and solicited their opinions on providing swag to new staff members. They showed interest and he suggested that the Public Outreach Committee work with them to draft some designs.

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**Des Moines Pool Metropolitan Park District
Meeting Minutes – 10/19/2021**

A discussion ensued about how to attract recruits for early morning positions. The Board agrees that a higher starting wage instead of incentives is most attractive to candidates. The DGM will work on a plan and present it at the next regular meeting.

The DGM will send a copy of the latest salary matrix presentation to the Board members tomorrow (Wednesday, October 20th). This report is on file.

7e. Rates and Fees

New rates and fees were presented at the September meeting. The DGM made changes to the fee structure, allowing children under the age of 3 to swim for free, and special rates for active military, disabled swimmers, teachers, and veterans. Figuring off of 2020 numbers, the DGM is hoping the new fee structure will provide \$180K in revenue in 2022.

With no further discussion, Commissioner moved to approve the rate structure for 2022. Commissioner Campbell 2nd. Passed 5-0.

7f. 2022 Budget Update

There was no update at this time. The DGM called for a special meeting in November for budget review by the Board. It was decided to meet on November 9th at 7:00 p.m.

7g. HSD Lease Extension

DGM Deschenes stated that he did not have paperwork yet from the school district with regard to the lease which will expire in 2023. The District must request an extension at least 12 months prior to expiration which will be April 30, 2022. Therefore, the discussion on an extension will be pushed to a future meeting.

NEW BUSINESS

8a. Whidbey Island Feasibility Study for Competition Pool

Commissioner Stender presented a study done by Whidbey Island for a new competition pool. The presentation is on file.

He discussed how the group aligned themselves with partners from local groups, parks and recreation, as well as PNS (Pacific NW Swimming) in order to find funding for a new facility. They also identified grants that would supplement funding.

8b. Eric Kasnick Recognition

DGM Deschenes has suggested a framed photo of the Mt. Rainier Pool and a plaque to commemorate Eric Kasnick's time serving as a Commissioner on the Board. It will be presented to him at a time when it is safer to hold meetings in-person.

8c. WCIA Delegate

The WCIA requires a delegate to attend meetings and to be involved in compacts. They are required to attend one of 4 training sessions and to take a class. The DGM is recommending to the Board that the District General Manager be appointed to this task and to appoint a Board member as an alternate. Commissioner Dusenbury suggested that the alternate should also be a staff member and suggested Acting Aquatics Manager, Quentin Knox.

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**Des Moines Pool Metropolitan Park District
Meeting Minutes – 10/19/2021**

Commissioner Dusenbury moved to appoint the current District General manager as the WCIA delegate. Commissioner Achziger 2nd. Passed 5-0.

Commissioner Dusenbury then moved to appoint Acting Aquatics Manager Quentin Knox as the WCIA alternate. Commissioner Campbell 2nd. Passed 5-0

ADJOURNMENT

With no further business the meeting was adjourned at 8:05 pm.

UPCOMING MEETINGS

- November 9, 2021, Special Meeting, 7:00 p.m., Location TBD
- November 16, 2021, Regular Meeting, 7:00 p.m., Location TBD
- December 21, 2021, Regular Meeting, 7:00 p.m., Location TBD

Respectfully submitted by Linda Ray, District Clerk.

Des Moines Pool Metropolitan Park District Board of Commissioners

Commissioner Young

Commissioner Dusenbury

Commissioner Campbell

Commissioner Stender

Commissioner Achziger

Linda Ray, District Clerk

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Special District Voucher Approval Document

KC v2.0

Scheduled Payment Date: 10/06/2021

Total Amount: \$7,544.11

Control Total: 6

Payment Method: WARRANT

District Name: Des Moines Pool Metropolitan Park District

File Name: AP_DMPOLPRK_APSUPINV_20210930122105.csv

Fund #: 170950010

CONTACT INFORMATION

Preparer's Name: Linda RayEmail Address: linda.ray@desmoinespool.org

PAYMENT CERTIFICATION

RCW (42.24.080)

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

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

DocuSigned by:

9/30/2021

Authorized District Signature

Date

Authorized District Signature

Date

Authorized District Signature

Date

DocuSigned by:

9/30/2021

Authorized District Signature

Date

Authorized District Signature

Date

Authorized District Signature

Date

SUBMIT SIGNED DOCUMENT TO:

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

Email: SpecialDist.AP@kingcounty.gov
Fax: (206) 263-3767

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Special District Voucher Approval Document

KC v2.0

District Name: Des Moines Pool Metropolitan Park District**File Name:** AP_DMPOLPRK_APSUPINV_20210930122105.csv

Payee (Vendor Name)	Vendor No.	Vendor Site	Invoice No.	Invoice Date	Inv. Amount	Description
CENTRAL WELDING SUPPLY			EC233082	09/24/2021	\$128.08	POOL CHEMICALS
DEPARTMENT OF RETIREMENT SYSTEMS			DRS2_082021	09/30/2021	\$1,388.51	DEF COMP - DESCHENES, KNOX, THURMOND
GRAINGER			9052779643	09/14/2021	\$214.27	JANITORIAL SUPPLIES
NORTHWEST LANDSCAPING SERVICES			CD50166322	10/01/2021	\$549.41	LANDSCAPE SVC-OCT 2021
PRINT PLACE			31966	09/24/2021	\$416.73	LIFEGUARD MANUALS
PUGET SOUND ENERGY			20210921PSE_2	09/21/2021	\$4,847.11	ELECTRIC/GAS UTILITY - 8/19 TO 9/20/2021



Special District Voucher Approval Document

KC v2.0

Scheduled Payment Date: 10/13/2021

Total Amount: \$6,946.87

Control Total: 11

Payment Method: WARRANT

District Name: Des Moines Pool Metropolitan Park District

File Name: AP_DMPOLPRK_APSUPINV_20211007133220.csv

Fund #: 170950010

CONTACT INFORMATION

Preparer's Name: Linda RayEmail Address: linda.ray@desmoinespool.org

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

DocuSigned by:

10/7/2021

Authorized District Signature

Date

Authorized District Signature

Date

Authorized District Signature

Date

DocuSigned by:

10/7/2021

Authorized District Signature

Date

Authorized District Signature

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Date Processed: _____



Special District Voucher Approval Document

KC v2.0

District Name: Des Moines Pool Metropolitan Park District

File Name: AP_DMPOLPRK_APSUPINV_20211007133220.csv

Payee (Vendor Name)	Vendor No.	Vendor Site	Invoice No.	Invoice Date	Inv. Amount	Description
ABS			17396	10/01/2021	\$90.00	DISTRICT JANITORIAL - OCT 2021
AQUATIC SPECIALTY SERVICES			21375	10/04/2021	\$618.98	POOL CHEMICALS
AQUATIC SPECIALTY SERVICES			21371	10/01/2021	\$1,351.52	VACUUM MAINTENANCE
AQUATIC SPECIALTY SERVICES			21330	09/22/2021	\$1,216.10	MONTHLY SERVICE CONTRACT - AUG 2021
BREE CASWELL			20211007BC55	10/07/2021	\$61.46	PAYROLL PE 9/25/2021
CENTRAL WELDING SUPPLY			RN09212486	09/30/2021	\$70.06	750LB BEVCARB LIQUID
COPIERS NORTHWEST			2365003	10/07/2021	\$74.25	COPIER CONTRACT CHARGE
DATAQUEST, LLC			16233	09/30/2021	\$72.00	BACKGROUND CHECK - SEP 2021
NRPA			33086_2022	09/30/2021	\$675.00	ANNUAL MEMBERSHIP - 2022
SNURE LAW OFFICE			20211001BS	10/01/2021	\$2,030.00	PROFESSIONAL SERVICES - SEP 2021
SOUND WINDOW & GUTTER COMPANY			6756	10/01/2021	\$687.50	CLEAN GUTTERS AT MRP



Special District Voucher Approval Document

KC v2.0

Scheduled Payment Date: 10/20/2021

Total Amount: \$11,650.91

Control Total: 9

Payment Method: WARRANT

District Name: Des Moines Pool Metropolitan Park District

File Name: AP_DMPOLPRK_APSUPINV_20211013113246.csv

Fund #: 170950010

CONTACT INFORMATION

Preparer's Name: Linda RayEmail Address: linda.ray@desmoinespool.org

PAYMENT CERTIFICATION

RCW (42.24.080)

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

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

DocuSigned by:

10/13/2021

Authorized District Signature

Date

Authorized District Signature

Date

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Date

DocuSigned by:

10/13/2021

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Special District Voucher Approval Document

KC v2.0

District Name: Des Moines Pool Metropolitan Park District

File Name: AP_DMPOLPRK_APSUPINV_20211013113246.csv

Payee (Vendor Name)	Vendor No.	Vendor Site	Invoice No.	Invoice Date	Inv. Amount	Description
CANON FINANCIAL SERVICES, INC.			2752202	10/12/2021	\$62.88	COPIERS CONTRACT CHG - OCT 2021
CMIT SOLUTIONS EASTSIDE			9833	09/30/2021	\$225.65	IT SUPPORT - CONTRACT PHONES
CMIT SOLUTIONS EASTSIDE			9755	09/30/2021	\$1,511.00	IT SUPPORT - SEP 2021
COLIBRI NORTHWEST, LLC			43NP	10/08/2021	\$450.00	AD FALL 2021 NP CITY SCENE
COMCAST			20211008CB_DMP	10/08/2021	\$298.46	TELEPHONE/INTERNET - 10/18 TO 11/17/2021
DEPARTMENT OF RETIREMENT SYSTEMS			DRS1_092021	10/13/2021	\$1,305.11	DEF COMP - KNOX, THURMOND, DESCHENES
MACDONALD-MILLER FACILITY SOLUTIONS			PM113902	10/01/2021	\$4,782.74	HVAC MAINTENANCE - 4TH QUARTER
UNITED RENTALS (NORTH AMERICA), INC.			197085544-001	08/29/2021	\$1,393.08	VERTICAL LIFT - MRP
US BANK			20211011USB	10/11/2021	\$1,621.99	US BANKCARD - 9/13 TO 10/11/2021



Special District Voucher Approval Document

KC v2.0

Scheduled Payment Date: 10/27/2021

Total Amount: \$10,865.00

Control Total: 12

Payment Method: WARRANT

District Name: Des Moines Pool Metropolitan Park District

File Name: AP_DMPOLPRK_APSUPINV_20211022101857.csv

Fund #: 170950010

CONTACT INFORMATION

Preparer's Name: Linda RayEmail Address: linda.ray@desmoinespool.org

PAYMENT CERTIFICATION

RCW (42.24.080)

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

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

DocuSigned by:

10/22/2021

Authorized District Signature

Date

Authorized District Signature

Date

Authorized District Signature

Date

DocuSigned by:

10/22/2021

Authorized District Signature

Date

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Special District Voucher Approval Document

KC v2.0

District Name: Des Moines Pool Metropolitan Park District

File Name: AP_DMPOLPRK_APSUPINV_20211022101857.csv

Payee (Vendor Name)	Vendor No.	Vendor Site	Invoice No.	Invoice Date	Inv. Amount	Description
BREE CASWELL			20211022BC55	10/22/2021	\$30.73	PAYROLL PE 10/10/2021
CANON FINANCIAL SERVICES, INC.			27352212_2	09/12/2021	\$62.88	REPLACE LOST CK - CONTRACT CHG SEP 2021
CMIT SOLUTIONS EASTSIDE			9711_2	08/31/2021	\$275.25	REPLACE LOST CK - IT SUPPORT SERVER - AUG 2021
CMIT SOLUTIONS EASTSIDE			9659_2	08/31/2021	\$1,511.00	REPLACE LOST CK - IT SUPPORT - AUG 2021
CMIT SOLUTIONS EASTSIDE			9647_2	08/31/2021	\$367.70	REPLACE LOST CK - IT SUPPORT - HARDWARE SALES
JOE DUSENBURY			20211022JD08	10/22/2021	\$353.44	COMMISSIONER SUBSIDY - SEP 2021
MACDONALD-MILLER FACILITY SOLUTIONS			SVC215365	10/14/2021	\$1,835.65	BACKFLOW REPAIR
SHANE STENDER			20211022SS77	10/22/2021	\$117.81	COMMISSIONER SUBSIDY - SEP 2021
SHANE YOUNG			20211022SY10	10/22/2021	\$353.43	COMMISSIONER SUBSIDY - SEP 2021
US BANK			20210911USB_2	09/10/2021	\$4,522.11	REPLACE LOST CK - BKCARD 8/12 TO 9/10/2021
ZEN 22015, LLC			20211101ZEN	10/19/2021	\$717.50	DISTRICT RENT - NOV 2021
ZEN 22015, LLC			20211001ZEN_2	09/15/2021	\$717.50	REPLACE LOST CK - DISTRICT RENT - OCT 2021

ELECTRONIC PAYMENT REQUEST FORM



Department of Executive Services
Finance & Business Operations Division
 ADM-ES-0600
 500 4th Ave
 Seattle, WA 98104
 Email: cash.management@kingcounty.gov
 Tel: 206-263-2818 or 206-263-2737

Payment Settlement Date Oct 14, 2021

PAYMENT INFORMATION

☐ ACH Credit Pay Code (BENXX, GENXX, PAYXX) _____
 ☐ ACH Debit Pay Code (COLXX) _____
 ☒ Automatic Withdrawl
☐ Book Transfers (Last 4 digits of the account) From _____ To _____
 ☐ Wire Repetitive Wire Code _____

Line	Explanation/Description	Fund (9 digits)	Project (7 digits)	Cost Center (6 digits)	Account (5 digits)	Bars (7 digits)	Future (5 digits)	Amount
1	Heartland Payroll PE 10/10/2021	170950010			24219		00000	25,922.95
2							00000	
3							00000	
4							00000	
5							00000	
6							00000	
Total								25,922.95

PAYEE INFORMATION

Company Address City State Zip

BANK INFORMATION FOR WIRE PAYMENTS

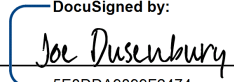
Bank Name Name on Bank Account
 Bank Routing # Bank Account # City State

CONTACT INFORMATION Typed or Printed

Contact Name Linda Ray Organization Des Moines Pool Metropolitan Park District
 Email linda.ray@desmoinespool.org Phone # 206-429-3852 Ext Fax # N/A

AUTHORIZATION Certification for Payment (By Authorized Signer) RCW 42.24.080

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

Signature  Title Clerk of the Board Date 10/7/2021
DocuSigned by: 5E8DDA9899F2474...
 Print Name Joe Dusenbury Phone # 206-429-3852 Email mypeggysue@me.com

ELECTRONIC PAYMENT REQUEST FORM



Department of Executive Services
Finance & Business Operations Division
 ADM-ES-0600
 500 4th Ave
 Seattle, WA 98104
 Email: cash.management@kingcounty.gov
 Tel: 206-263-2818 or 206-263-2737

Payment Settlement Date Oct 29, 2021

PAYMENT INFORMATION

☐ ACH Credit Pay Code (BENXX, GENXX, PAYXX) _____
 ☐ ACH Debit Pay Code (COLXX) _____
 ☒ Automatic Withdrawl
☐ Book Transfers (Last 4 digits of the account) From _____ To _____
 ☐ Wire Repetitive Wire Code _____

Line	Explanation/Description	Fund (9 digits)	Project (7 digits)	Cost Center (6 digits)	Account (5 digits)	Bars (7 digits)	Future (5 digits)	Amount
1	Heartland Payroll PE 10/25/2021	170950010			24219		00000	18,872.28
2							00000	
3							00000	
4							00000	
5							00000	
6							00000	
							Total	\$18,872.28

PAYEE INFORMATION

Company Address City State Zip

BANK INFORMATION FOR WIRE PAYMENTS

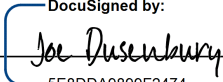
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Contact Name Linda Ray Organization Des Moines Pool Metropolitan Park District
 Email linda.ray@desmoinespool.org Phone # 206-429-3852 Ext Fax # N/A

AUTHORIZATION Certification for Payment (By Authorized Signer) RCW 42.24.080

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

Signature  Title Clerk of the Board Date 10/22/2021
 Print Name Joe Dusenbury Phone # 206-429-3852 Email mypeggysue@me.com

Des Moines Pool Metropolitan Park District

AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 7a **Assigned to:** District GM **Meeting Date:** 11/16/21

Under: Old Business **Attachment:** No

Subject: Board Election Certifications

Background/Summary: This is a summary of the results of the 2021 election results. The election should be certified on November 23, 2021. Holly Campbell, Joe Dusenbury and Shane Stender all ran unopposed. Below is a summary of the position and their terms.

- Position 1: Joe Dusenbury (expires in 2027)
- Position 2: Holly Campbell (expires in 2025)*
- Position 4: Shane Stender (expires in 2027)*

Commissioner Campbell (Position 4) and Commissioner Stender (Position 2) are currently serving in each other's position. Commissioner Stender was appointed to fill Position 2, when the incumbent left the board and Commissioner Campbell more recently was appointed to fill Position 4. Since both positions were appointed, they will switch seats effective, November 23. These changes will be updated on district information by the end of November.

Commissioner Campbell has already completed all of her required trainings, oath of office and other requirements, so the board is ready for 2022.

Fiscal Impact: N/A

Proposed Motion: No motion necessary. Informational only.

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

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

Action Taken: Adopted _____ Rejected _____ Postponed _____

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

Notes/Attachments:

- No attachments.

Des Moines Pool Metropolitan Park District

AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 7b **Assigned to:** District GM **Meeting Date:** 11/16/21

Under: Old Business **Attachment:** Yes

Subject: Aquatics Manager Q&A

Background/Summary: The Aquatics Manager will be present to discuss the current schedule, operations, and other relevant issues. A small presentation is attached to better utilize the time.

Note-This is not a quarterly report, but just an update due to the pandemic and upcoming changes of services.

Fiscal Impact: N/A

Proposed Motion: No motion necessary. Informational only.

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

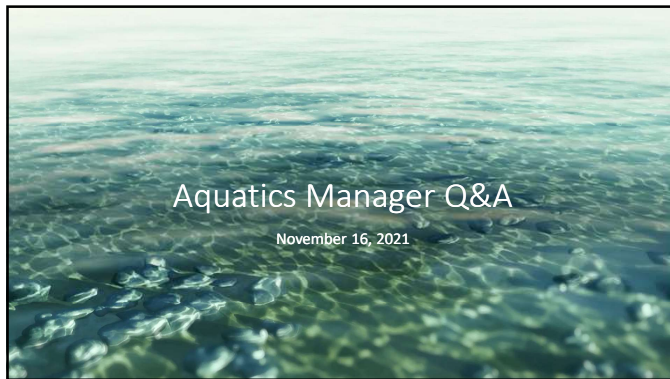
Two Touch Rule:	<u> N/A </u>	Committee Review
	<u> N/A </u>	First Board Meeting (Informational)
	<u> N/A </u>	Second Board Meeting (Action)

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

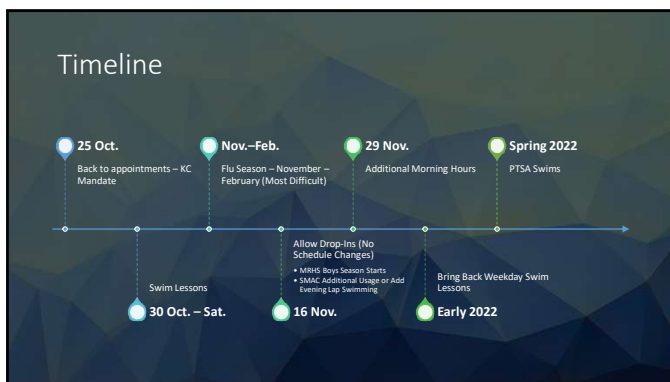
Follow-up Needed: **Yes** _____ **No** _____ **Reporting Back Date:** _____

Notes/Attachments:

- Aquatics Manager Presentation




1



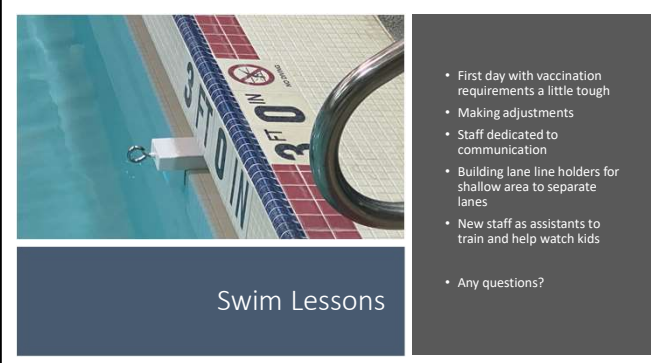
2


Staffing

- Getting More Staff Back
- Class in December – Train New Staff
- Getting More 18 & Older Staffing
 - Start push with new rates
- Still Challenges of Vaccination, Parents, etc.
- Working on Partnerships
- Any Questions?



3






Swim Lessons

- First day with vaccination requirements a little tough
- Making adjustments
- Staff dedicated to communication
- Building lane line holders for shallow area to separate lanes
- New staff as assistants to train and help watch kids
- Any questions?

4

Schedule

- November 29 Update
 - Weekday mornings at 8am
 - May or may not have appointments
- Hold off on swim lessons to early 2022
 - Train new staff
 - Get people back (after swim seasons)
 - New rates and trainings to attract



5





Questions

Aquatics Manager Q&A, November 16 Board Meeting

6

Des Moines Pool Metropolitan Park District

AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 7c **Assigned to:** District GM **Meeting Date:** 11/16/21

Under: Old Business **Attachment:** Yes

Subject: Salary Schedule

Background/Summary: The 2022 Salary Schedule was broken down into two parts in 2021: part-time staffing and full-time staffing challenges. Both were presented to the board to show the challenges staff face in recruiting and retaining key staff. Both are a part of the November 9 agenda packet.

This is not just a problem the Mount Rainier Pool has, but a regional and national issue. Many facilities have cut their services back due to staffing issues. These issues also make future growth difficult.

District staff is recommending the attached presentation to help the District be competitive in hiring key management staff and recruit part-time staff to provide services and continue growth of the district.

This will be presented at the November 22 special meeting for a vote.

Fiscal Impact: N/A

Proposed Motion: No motion necessary. Informational only.

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

Two Touch Rule: N/A **Committee Review**
 11/16/2021 **First Board Meeting (Informational)**
 11/22/2021 **Second Board Meeting (Action)**

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

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

Notes/Attachments:

- 2022 Salary Schedule (updated)

Des Moines Pool Metropolitan Park District

2022 Proposed Salary Matrix

		Step A	Step B	Step C	Step D	Step E	Step F	Position
Grade	1*	12.10	12.58	13.08	13.61	14.15	14.72	Asst. (15 Year Old Position)
Grade	1.5	14.49	N/A	N/A	N/A	N/A	N/A	Swim Instructor Assistant
Grade	2	16.00	16.64	17.31	18.00	18.72	19.47	Lifeguard
Grade	3	17.12	17.80	18.52	19.26	20.03	20.83	Swim Instructor
Grade	4	18.32	19.05	19.81	20.61	21.43	22.29	Water Exercise/Daytime Guard
Grade	5	19.60	20.38	21.20	22.05	22.93	23.85	Head Lifeguard
Grade	6	20.97	21.81	22.68	23.59	24.54	25.52	Lead Head Lifeguard
Grade	7	22.44	23.34	24.27	25.24	26.25	27.30	
Grade	8	24.01	24.97	25.97	27.01	28.09	29.21	
Grade	9	25.69	26.72	27.79	28.90	30.06	31.26	
Grade	10	27.49	28.59	29.73	30.92	32.16	33.45	
Grade	11	29.42	30.59	31.82	33.09	34.41	35.79	Aquatics Coordinators/District Clerk
Grade	12	31.47	32.73	34.04	35.40	36.82	38.29	
Grade	13	33.68	35.02	36.43	37.88	39.40	40.97	
Grade	14	36.04	37.48	38.98	40.53	42.16	43.84	Aquatics Manager
Grade	15	38.56	40.10	41.70	43.37	45.11	46.91	

District GM. - Negotiation with District Board.

Salary Matrix Notes

* Grade 1 is below minimum wage. Only for 15 years of age for Assistant positions for training.

* Each salary grades 2 thur 15 are separated by 7%

* Each salary steps A thur F are separated by 4% , most salary matrix plans assumes the employee will begin at "Step A" when hired and with a satisfactory performance evaluations be advanced to the next step annually until reaching "Step F"at the competition of five years of tenure with the District.

* Grade separations of 7% and Step separations of 4% reprepresent best practices for public sector salary matrixes.

Bonus/Incentives

* WSI Certified Instructors get \$.50/hour for lifeguarding.

* Early Morning Guards (Before 8:00am) get \$2.00/hour.

Des Moines Pool Metropolitan Park District

AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 7d **Assigned to:** District GM **Meeting Date:** 11/16/21

Under: Old Business **Attachment:** Yes

Subject: 2022 Proposed Budget

Background/Summary: The 2022 Proposed Budget was presented to the board in two options depending on the board's opinion on the salary schedule and other feedback from the retreat.

The budget is being handed out to be formally presented at the public hearing on Monday, November 22nd at 7pm.

Attached is a copy of the updated budget, which will be set to have the levy at \$.20/1,000.

Fiscal Impact: N/A

Proposed Motion: No motion necessary. Informational only. (First touch).

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

Two Touch Rule:	<u>N/A</u>	Committee Review
	<u>11/16/21</u>	First Board Meeting (Informational)
	<u>11/22/21</u>	Second Board Meeting (Action)

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

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

Notes/Attachments:
- 2022 Proposed Budget

2022 BUDGET ACCOUNTS SUGGESTION (PROPOSED BY STAFF)

Account	% used as of Aug 21	2020 Budget	2021 Budget	2022 Proposed	% INCREASE	Notes
SALARIES & WAGES						
Commissioner Salaries (5)	87%	\$ 12,800.00	\$ 12,800.00	\$ 21,000.00	64%	More business with committees & feasibility meetings in 22. Note-one commissioner subsidy transferred to scholarships.
District GM Salary (1)	50%	\$ 98,365.00	\$ 98,365.00	\$ 95,500.00	-3%	
District Clerk Salary (1)	54%	\$ 27,037.50	\$ 28,119.00	\$ 32,168.14	14%	10% Overage to cover turn-over.
Aquatics Manager Salary (1)	49%	\$ 71,997.00	\$ 74,876.88	\$ 84,000.00	12%	
Aquatics Coordinator Salary (2)	60%	\$ 105,000.00	\$ 57,500.00	\$ 126,000.00	119%	
Aquatic Assistant Salary (1)	0%		\$ 47,500.00	\$ -	-100%	
Head Lifeguards (2)	77%	\$ 33,742.80	\$ 35,092.51	\$ 38,601.76	10%	
Lifeguards (Various)	54%	\$ 190,000.00	\$ 197,600.00	\$ 217,360.00	10%	Allocated more to instructors per 2021 budget projections.
Instructors (Swim Lesson/Aqtc Ex.)	155%	\$ 40,000.00	\$ 41,600.00	\$ 95,000.00	128%	Per 2021 trends + growth.
Incentive Pay (if added to budget)				\$ 7,500.00		For staff work incentives. (if added, \$15k.)
Sick Pay	16%	\$ 1,500.00	\$ 1,560.00	\$ 1,622.40	4%	
Overtime (OT)	0%	\$ 12,943.39	\$ 13,461.13	\$ 13,999.57	4%	
Payroll Taxes	99%	\$ 169,000.00	\$ 175,760.00	\$ 182,790.40	4%	
Family Medical Leave	0%	\$ 1,209.60	\$ 1,257.98	\$ 1,308.30	4%	
PERSONNEL BENEFITS						
Benefits, Fringe (Car)	53%	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	0%	
Personal Benefits (AWC/DRS)	151%	\$ 44,057.92	\$ 44,518.70	\$ 55,648.38	25%	
			\$ -			
OFFICE SUPPLIES			\$ -			
Office Supplies (Amazon/Staples)	93%	\$ 5,000.00	\$ 2,500.00	\$ 1,000.00	-60%	Remote work requires less supplies.
Office Equipment	89%	\$ 3,500.00	\$ 2,000.00	\$ 2,000.00	0%	Laptop replacement for DGM delayed.
Computer & Supplies	31%	\$ 5,500.00	\$ 4,000.00	\$ 4,000.00	0%	Might need to replace items in 2022.
MAINTENANCE & REPAIR SUPPLIES						
Cleaning and Janitorial Supplies	73%	\$ 5,000.00	\$ 5,200.00	\$ 7,000.00	35%	Covid-19 requires more cleaning.
Maintenance Supplies and Small Tools	14%	\$ 3,000.00	\$ 3,120.00	\$ 3,000.00	-4%	Less supplies post Covid-19.
			\$ -			
POOL SUPPLIES			\$ -			
Uniforms & Clothing**	0%	\$ 500.00	\$ 300.00	\$ 5,000.00	1567%	Add Swag and Marketing Option.
Employee Recognition	46%	\$ 1,200.00	\$ 500.00	\$ 1,000.00	100%	Do more programs to recruit lifeguard in 2022.
Lifeguard Supplies and Equipment	12%	\$ 1,000.00	\$ 3,000.00	\$ 3,500.00	17%	Growing staff to stable level.
Pool Chemicals	13%	\$ 20,000.00	\$ 25,000.00	\$ 12,500.00	-50%	Some chemicals part of Aqtc Spec Contracted Service.
Special Events	71%	\$ 2,750.00	\$ 1,000.00	\$ 2,000.00	100%	Do more events after Covid-19.
First Aid Supplies	86%	\$ 300.00	\$ 1,000.00	\$ 2,000.00	100%	Trending in this direction.
POOL EQUIPMENT						
BecSys Probes (ER&R)	0%	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	0%	
Suit Spinners (ER&R) -NEW	0%	\$ -	\$ 4,000.00	\$ -	-100%	Unable to install. Electrical issue.
BecSys Remote System - NEW	0%		\$ 2,000.00	\$ -	-100%	
Pulsar System - NEW	46%	\$ -	\$ 5,000.00	\$ -	-100%	
Miscellaneous Pool Equipment (ER&R)	26%	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	0%	
PROFESSIONAL SERVICES - FRONT OFFICE						
IT/Computer Services (CMIT)	66%	\$ 22,500.00	\$ 22,500.00	\$ 22,000.00	-2%	Includes computer, phone & server support.
Registration Software (Rec1/CivicRec)	91%	\$ 5,445.00	\$ 5,445.00	\$ 5,500.00	1%	Rates did not grow as much in past years.
Credit Card Transactions (Authorize.net)	29%	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	0%	Rates did not grow as much in past years.
Legal Services (Snure)	57%	\$ 14,000.00	\$ 14,000.00	\$ 14,000.00	0%	Rates did not grow as much in past years.

Account	% used as of Aug 21	2020 Budget	2021 Budget	2022 Proposed	% INCREASE	Notes
Financial Services (VisionMS)	0%	\$ 7,700.00	\$ 7,700.00	\$ 2,500.00	-68%	Ask Linda for billing history.
Printing/Copying (Canon)	52%	\$ 5,250.00	\$ 5,250.00	\$ 2,000.00	-62%	Reduce to one printer at pool.
Timekeeping (TBD)	80%	\$ 3,000.00	\$ 3,000.00	\$ 2,500.00	-17%	
Payroll/HR (Heartland)	137%	\$ 7,700.00	\$ 7,700.00	\$ 7,700.00	0%	See 2020
Consultant (TBD)	0%	\$ 10,000.00	\$ 10,000.00	\$ 5,000.00	-50%	
PROFESSIONAL SERVICES - MAINT						
Maintenance Services Contract (MacMiller)	91%	\$ 20,119.52	\$ 20,924.30	\$ 22,000.00	5%	
Sewer Contingency (Midway)	0%	\$ 3,000.00	\$ 4,092.00	\$ -	-100%	Not needed anymore. Was for pool emptying.
CO2 Services (Central Welding Services)	130%	\$ 1,000.00	\$ 2,000.00	\$ 5,000.00	150%	Difficult to breakout services, so combined.
Water Quality (Aqtc Spec.)	127%	\$ 3,000.00	\$ 3,120.00	\$ 6,000.00	92%	Now includes services.
Roof and Gutter Maintenance (Sound)	0%	\$ 3,300.00	\$ 3,432.00	\$ 3,500.00	2%	
Landscaping (NLS)	62%	\$ 6,798.00	\$ 7,069.92	\$ 7,200.00	2%	Contract extended in 2021.
Custodial - MRP Qtrly Deep Clean (TBD)	0%	\$ 3,245.00	\$ 3,500.00	\$ 3,500.00	0%	
Rekey Services (Bill's Locksmith)	0%	\$ 1,000.00	\$ 500.00	\$ 500.00	0%	
Coffee and Water Services (Mountain Mist)	20%	\$ 3,000.00	\$ 2,000.00	\$ 1,750.00	-13%	MOVE. Effected by Covid-19.
Cleaning & Janitorial (Office)	48%	\$ 2,160.00	\$ 1,500.00	\$ -	-100%	No longer needed.
REPAIRS & MAINTENANCE						
Maintenance Services Non-Contracted (Various)	16%	\$ 100,000.00	\$ 150,000.00	\$ 100,000.00	-33%	Build level up to between \$350k - \$400k at end of 2021.
Budget Contingency (Backup for Maintenance)				\$ 36,048.00		
Office/IT Equipment Repairs	3%	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	0%	
COMMUNICATIONS						
Telephone/Internet (Comcast)	47%	\$ 6,750.00	\$ 7,500.00	\$ 3,500.00	-53%	Only internet at one site.
Scheduling (Omnify)	0%	\$ -	\$ -	\$ 1,300.00		Online scheduling for non-peak times.
Elevate Phone System (Cellular (Line2))	0%	\$ 1,500.00	\$ 750.00	\$ 4,600.00	513%	Replace Cellphones with Elevate on their mobile devices.
Desktop Licenses (Msoft + Misc Desktop)				\$ 4,000.00		Need more Microsoft Licenses. (second front desk. + changeover)
Work Email Accounts (Google Suite)	58%	\$ 500.00	\$ 520.00	\$ 300.00	-42%	Auditing services to lower licenses.
NEW Remote Meeting Software (Gotomeeting/Zoom)				\$ 400.00		For hybrid & remote meetings in 2022. (Covid-19)
Website (575/Btown)	32%	\$ 2,000.00	\$ 3,000.00	\$ 2,000.00	-33%	We need to change to new company in 2022.
Postage & Mailing	46%	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	0%	
Email Notification System (CampMon)	61%	\$ 840.00	\$ 873.60	\$ 800.00	-8%	
TRAINING & TRAVEL						
In-Service Supplies (Internal Training)	0%	\$ 2,500.00	\$ 2,000.00	\$ 1,500.00	-25%	Effected by Covid-19.
Certifications (nonWSI)	0%	\$ 3,000.00	\$ 3,120.00	\$ 2,500.00	-20%	
Swim Lesson Licensing (Amrcn Red Cross)	73%	\$ 1,500.00	\$ 1,560.00	\$ 2,500.00	60%	Licensing more swim lessons.
Training (Lifeguard, Swim & Aqtc Exercise)	63%	\$ 2,500.00	\$ 2,600.00	\$ 3,000.00	15%	
Management Staff Training	13%	\$ 2,500.00	\$ 4,000.00	\$ 4,000.00	0%	WCIA lowered reimbursements for training in 2021.
Travel for Training (Mileage,Tolls)	0%	\$ 1,500.00	\$ 1,560.00	\$ 750.00	-52%	Effected by Covid-19.
Misc. Travel (Lodging, Per Diem)	0%	\$ 1,000.00	\$ 1,040.00	\$ 750.00	-28%	Effected by Covid-19.
ADVERTISING						
District Advertising	55%	\$ 23,175.00	\$ 16,000.00	\$ 10,000.00	-38%	Lowered print advertising in 2021.
Bulk Printing - District Postcard	0%	\$ 2,266.00	\$ 2,356.64	\$ 2,474.47	5%	
Bulk Mailing - District Postcard	0%	\$ 4,120.00	\$ 4,284.80	\$ 4,499.04	5%	
Ad Design	64%	\$ 500.00	\$ 500.00	\$ 500.00	0%	
Sponsorship Supported	0%	\$ -	\$ -	\$ -		

Account	% used as of Aug 21	2020 Budget	2021 Budget	2022 Proposed	% INCREASE	Notes
RENTALS & LEASES						
Office Rental (Zen)	39%	\$ 12,500.00	\$ 13,000.00	\$ 2,500.00	-81%	End office lease at end of 2021. Contingency.
Meeting Rental (HSD) - NEW!				\$ 6,000.00		Meet at Mt Rainier High School.
Storage Rental (AAAA)	69%	\$ 3,600.00	\$ 3,600.00	\$ 4,000.00	11%	
Misc. Rentals	14%	\$ 2,500.00	\$ 5,000.00	\$ 5,000.00	0%	Potential lift rental for Feasibility Study & Cleaning/light replacement.
UTILITIES						
Electricity (PSE)	62%	\$ 75,000.00	\$ 78,000.00	\$ 99,000.00	27%	
Water (Highline WD))	47%	\$ 9,000.00	\$ 9,360.00	\$ 9,000.00	-4%	
Sewer (Midway)	45%	\$ 3,000.00	\$ 4,092.00	\$ 4,000.00	-2%	Sewer + contingency.
Trash/Recycling (Recology)	36%	\$ 4,200.00	\$ 5,000.00	\$ 2,500.00	-50%	
INSURANCE						
Insurance, Liability (WCIA)	152%	\$ 16,000.00	\$ 15,000.00	\$ 23,000.00	53%	Insurance through WCIA.
MISCELLANEOUS						
Printing & Copying Outside (Various)	94%	\$ 1,500.00	\$ 1,560.00	\$ 2,000.00	28%	
Memberships, Dues & Subscriptions	36%	\$ 2,625.00	\$ 4,000.00	\$ 4,000.00	0%	
Misc. Services/Discrepancies	442%	\$ 1,000.00	\$ 1,040.00	\$ 4,000.00	285%	Need to control better.
AMG Liabilities	0%	\$ 500.00	\$ 500.00	\$ 250.00	-50%	
Background Checks/Formely Fingerprinting (SSI)	17%	\$ 1,750.00	\$ 1,820.00	\$ 2,000.00	10%	
Scholarships	15%	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	0%	\$5k scholarship + Stender subsidies.
Universal Swimming	N/A	\$ 18,000.00	\$ 18,000.00	Add in mtg to see.		If offer universal swimming to all participants \$215k.
INTERGOVERNMENTAL SERVICES						
Elections (King County)	\$0	\$ 30,000.00	\$ -	\$ 45,000.00	N/A	3 Positions at estimated \$15k each in 2021.
Audits (SAO)	0%	\$ 6,000.00	\$ -	\$ 5,000.00	N/A	Cheaper now audits are remote.
City Services (City of DM)	0%	\$ 5,000.00	\$ 5,000.00	\$ 3,000.00	-40%	No large projects.
King County Management Fees	0	\$ -	\$ -	\$ -	N/A	
Permits (KCHD, CoDM)	104%	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00	100%	
Inspections (Fire Extinguisher)	29%	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	0%	
B&O Tax/Agency (DOR)	3%	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00	100%	
TOTAL FOR ADMINISTRATION & OPERATIONS		\$ 1,359,546.73	\$ 1,412,601.47	\$ 1,567,420.46		
CAPITAL/PROJECTS						
Miscellaneous						
Architect/Design/Inspections	40%	\$ 7,500.00	\$ 25,000.00	\$ 75,000.00	200%	Potential matching for feasibility study.
Advertising	0%	\$ -	\$ 500.00	\$ 500.00	0%	
Project Permits	0%	\$ 1,250.00	\$ 1,500.00	\$ 1,000.00	-33%	
Projects						
Plumbing (Aquatic Specialties)		\$ 51,000.00	\$ -	\$ 10,000.00		
Domestic Water		\$ -	\$ -	\$ -		
Transfers						
Transfer to Capital Account		\$ 75,000.00	\$ 75,000.00	\$ 75,000.00		
TOTALS		\$ 1,494,296.73	\$ 1,514,601.47	\$ 1,728,920.46		

Account	% used as of Aug 21	2020 Budget	2021 Budget	2022 Proposed	% INCREASE	Notes
	2019	2020	2021	2022		2021 to 2022 Increase
\$	-	\$ 1,494,296.73	\$ 1,514,601.47	\$ 1,728,920.46		14%

BUDGET LEVY AFFECTS (2020 A.V.)

LEVY REQUEST BREAKDOWN

	2021	2022
EXPENSES	\$ 1,514,601.47	\$ 1,728,920.46
BEG CASH BALANCE	\$ (875,000.00)	\$ (1,000,000.00)
EST. REVENUE MRP	\$ (120,000.00)	\$ (180,000.00)
OTHER REVENUE (NP)	\$ (25,000.00)	\$ (25,000.00)
MISC REVENUE (INTEREST)	\$ (20,000.00)	\$ (20,000.00)
GRANTS		\$ (100,000.00)
CAPITAL FORWARD*	\$ 75,000.00	\$ 75,000.00
ENDING CASH	\$ 475,000.00	\$ 600,000.00
TOTAL TAX NEEDED	\$ 1,024,601.47	\$ 1,078,920.46
Est. Levy Rate 2021	\$ 0.2361999	\$ 0.200000

Des Moines Pool Metropolitan Park District

AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 8a **Assigned to:** District GM **Meeting Date:** 11/16/21

Under: New Business **Attachment:** Yes

Subject: 2022 Levy Rate

Background/Summary: The 2022 Proposed Levy Rate is reflected in Ordinance 2152. The levy rate includes new construction and refunds. This is being proposed as a first-touch item with the item being voted on at our public hearing on Monday, November 22.

The Ordinance 2152, Levy Worksheet and Levy Increase/Decrease are all due to King County by November 30, 2021.

I have also attached the District's Levy Worksheet with information utilized to set the levy rate.

The levy rate will be the lowest since 2010 and at \$.20/1,000. Below is a summary of the levy rates over the past five years. *Note-2018 was the year the District paid off the Interfund Loan which saved the taxpayers money on interest for the emergency project.*

Year	Levy Rate(per 1,000)	% Drop/Year
2018	0.34273	-
2019	0.26541	23%
2020	0.22522	15%
2021	0.20952	7%
2022	.20000	5%

Fiscal Impact: N/A

Proposed Motion: No motion necessary. Informational only. (First touch).

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

Two Touch Rule: N/A **Committee Review**
 11/16/21 **First Board Meeting (Informational)**
 11/22/21 **Second Board Meeting (Action)**

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

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

Notes/Attachments:

- 2022 Proposed Ordinance 2152 (Due November 30, 2021)
- District Levy Worksheet (November 4, 2021 Update)
- Submission of District Property Tax Levies for 2022 to the County Council (letter)

By Ordinance 2152 of the Metropolitan King County Council, Taxing Districts are required annually to submit the following information regarding their tax levies for the ensuing year as part of a formal resolution of the District's governing body.

THE KING COUNTY ASSESSOR HAS NOTIFIED THE GOVERNING BODY OF

THAT THE ASSESSED VALUATION OF PROPERTY
LYING WITHIN THE BOUNDARIES OF SAID DISTRICT FOR THE ASSESSMENT YEAR 2021 IS:

REGULAR (STATUTORY) LEVY (AS APPLICABLE):	\$	_____
EXPENSE FUND	\$	_____
- TEMP. LID NAME	\$	_____
- TEMP. LID NAME	\$	_____
RESERVE FUND	\$	_____
NON-VOTED G.O. BOND (Limited)	\$	_____
REFUNDS (Noted on worksheet)	\$	_____
TOTAL REGULAR LEVY	\$	_____ -
EXCESS (VOTER APPROVED) LEVY:		
(Please list authorized bond levies separately.)		
G.O. BONDS FUND LEVY	\$	_____
G.O. BONDS FUND LEVY	\$	_____
G.O. BONDS FUND LEVY	\$	_____

SPECIAL LEVIES (INDICATE PURPOSE AND DATE OF ELECTION AT WHICH APPROVED):

_____	\$	_____
_____	\$	_____
TOTAL TAXES REQUESTED:	\$	_____ -

THE ABOVE IS A TRUE AND COMPLETE LISTING OF LEVIES FOR SAID DISTRICT FOR TAX YEAR 2022 AND THEY ARE WITHIN THE MAXIMUMS ESTABLISHED BY LAW.

(AUTHORIZED SIGNATURE)

(DATE)

By Ordinance 2152 of the Metropolitan King County Council, Taxing Districts are required annually to submit the following information regarding their tax levies for the ensuing year as part of a formal resolution of the District's governing body.

THE KING COUNTY ASSESSOR HAS NOTIFIED THE GOVERNING BODY OF
DES MOINES POOL METROPOLITAN PARK THAT THE ASSESSED VALUATION OF PROPERTY
LYING WITHIN THE BOUNDARIES OF SAID DISTRICT FOR THE ASSESSMENT YEAR 2021 IS:

	\$	<u>5,394,605,257</u>
REGULAR (STATUTORY) LEVY (AS APPLICABLE):		
EXPENSE FUND	\$	<u>1,072,760</u>
- TEMP. LID NAME _____	\$	<u> </u>
- TEMP. LID NAME _____	\$	<u> </u>
RESERVE FUND	\$	<u> </u>
NON-VOTED G.O. BOND (Limited)	\$	<u> </u>
REFUNDS (Noted on worksheet)	\$	<u>6,160</u>
TOTAL REGULAR LEVY	\$	<u>1,078,920</u>
EXCESS (VOTER APPROVED) LEVY:		
(Please list authorized bond levies separately.)		
G.O. BONDS FUND LEVY	\$	<u> </u>
G.O. BONDS FUND LEVY	\$	<u> </u>
G.O. BONDS FUND LEVY	\$	<u> </u>

SPECIAL LEVIES (INDICATE PURPOSE AND DATE OF ELECTION AT WHICH APPROVED):

_____	\$	<u> </u>
_____	\$	<u> </u>
TOTAL TAXES REQUESTED:	\$	<u>1,078,920</u>

THE ABOVE IS A TRUE AND COMPLETE LISTING OF LEVIES FOR SAID DISTRICT FOR TAX YEAR 2022 AND THEY ARE WITHIN THE MAXIMUMS ESTABLISHED BY LAW.

(AUTHORIZED SIGNATURE)

November 22, 2021
(DATE)



King County

**Claudia Balducci, Chair
Metropolitan King County Council**

King County Courthouse
516 Third Avenue, Suite 1200
Seattle, WA 98104-3272

Tel: 206-477-1006

www.kingcounty.gov/council/balducci.aspx

October 1, 2021

RE: Submission of District Property Tax Levies for 2022 to the County Council

To the Board of Commissioners:

The County Council is required by RCW 84.52.070 to certify annually the amount of property taxes levied in King County. In order to make this certification, we must know the amount of taxes to be levied for each taxing district.

**THE DEADLINE FOR SUBMITTING 2022 PROPERTY TAX LEVIES IS
NOVEMBER 30, 2021**

In order for your district to receive property taxes in an amount greater than the 2021 certified amount, if permitted by law, we must receive your resolution by November 30, 2021. This applies to basic levies provided for by State law as well as any excess levies approved by a vote of the people. Please remember that the Assessor is required to review levy requests to ensure that they do not exceed the allowable levy.

The state Department of Revenue has notified the County Assessor that the implicit price deflator is greater than one percent (letter attached).

If you cannot finalize your levy request by November 30, please submit an estimate. If your estimate is higher than the allowable levy, the Assessor will reduce the amount requested for your jurisdiction to an amount no greater than the allowable levy. However, if your estimate is less than the allowable levy, the amount requested can only be increased from the amount certified in your ordinance or resolution to the level of the allowable levy with formal written notification from your Board of Commissioners. This written notification must be filed with the Assessor and the Clerk of the Council by November 30, 2021 for inclusion in the certification ordinance.

Forms are enclosed for you to use in submitting your levy request. Please submit copies of the form and any resolution or ordinance that may be required by RCW 84.55.120 or RCW 84.55.0101 to both the King County Council and the King County Assessor's Office at the following email addresses:

Clerk's Office
Metropolitan King County Council
Telephone: 206-477-1020
Clerk.council@kingcounty.gov

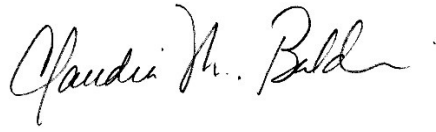
Linda Wilder
Accounting Division
King County Department of Assessments
Telephone: 206-263-2330
levyadmin@kingcounty.gov

The King County Council may pass an amendatory certification ordinance in January 2022 in order to allow for technical adjustments in the final levy amounts. However, discretionary increases in your levy may not be made in the amendatory certification ordinance.

If you have any questions, please call the Assessor's Office at 206-263-2330.

Thank you for your cooperation.

Sincerely,

A handwritten signature in black ink, reading "Claudia M. Balducci". The signature is fluid and cursive, with the first name "Claudia" being the most prominent.

Claudia Balducci, Chair
Metropolitan King County Council

c: John Arthur Wilson, Assessor

Des Moines Pool Metropolitan Park District

AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 8b **Assigned to:** District GM **Meeting Date:** 11/16/21

Under: New Business **Attachment:** Yes

Subject: Resolution 2021-05 Tax Levy and Budget 2022

Background/Summary: In submitting levy rates for 2022, the District must also provide by resolution a tax and budget and a resolution for increase.

Attached is the proposed resolution for the tax levy and budget. This will be presented at the public hearing on Monday, November 22 at 7pm.

Fiscal Impact: N/A

Proposed Motion: No motion necessary. Informational only. (First touch).

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

Two Touch Rule:	<u>N/A</u>	Committee Review
	<u>11/16/21</u>	First Board Meeting (Informational)
	<u>11/22/21</u>	Second Board Meeting (Action)

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

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

Notes/Attachments:
- Resolution 2021-05 Tax Levy and Budget 2022

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

RESOLUTION NUMBER 2021-05

**CERTIFYING PROPERTY TAX LEVY AND
ADOPTING AN OPERATING BUDGET FOR THE FISCAL YEAR BEGINNING
JANUARY 1, 2022**

WHEREAS, the King County Assessor has notified the Commissioners of the DES MOINES POOL METROPOLITAN PARK DISTRICT that the estimated assessed valuation of property lying within the boundaries of said district for the year 2022 is \$5,394,605,257 and;

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of the DES MOINES POOL METROPOLITAN PARK DISTRICT as follows:

1. That the Honorable King County Council, be and is hereby requested to make a regular property tax levy for 2022, to be collected in 2022 for the DES MOINES POOL METROPOLITAN PARK DISTRICT in the amount of \$1,078,920.46 which includes new construction, any increase in state-assessed property and refunds in the amount of \$7,266.
2. That the Treasurer of King County, Washington be and is hereby authorized and directed to deposit and sequester the monies received from the collection of the tax levy specified in Section 2 above into the General (Current Expense) Fund of the DES MOINES POOL METROPOLITAN PARK DISTRICT
3. The budget of the DES MOINES METROPOLITAN PARK DISTRICT, for the year 2022 hereby adopts at the fund level in its final form and content as set forth in the comprehensive budget document, copies of which are on file in the office of the district, the following:
 - A. \$ 1,003,920.46 to the Current Expense Fund of the District
 - B. \$75,000 to the Capital Reserve Fund of the District
4. That certified copies of this resolution, together with exhibits, shall be delivered to:

Clerk's Office
Metropolitan King County Council
516 Third Avenue
Room W-1025
Seattle, WA 98104

Accounting Division
Department of Assessments
500 Fourth Avenue
Room 709
Seattle, WA 98104

ADOPTED by the Board of Commissioners of the DES MOINES POOL METROPOLITAN PARK DISTRICT,
King County, Washington at a Regular Meeting this 22nd day of November 2021.

Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

District Clerk

DRAFT

Des Moines Pool Metropolitan Park District

AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 8c **Assigned to:** District GM **Meeting Date:** 11/16/21

Under: New Business **Attachment:** Yes

Subject: Resolution 2021-06 Tax Levy Increase/Decrease

Background/Summary: King County requires a resolution in addition to Ordinance 2152 and resolution to certify the tax levy and budget. This addition is for an increase or decrease of the previous year's taxes.

The attached resolution is for an increase of 6.55% in taxes for the District, but the impact on a household will actually drop from the previous year from .20952/1,000 to below .20/1,000 due to the increased Assessed Value of the district (inflation).

Fiscal Impact: N/A

Proposed Motion: No motion necessary. Informational only. (First touch).

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

Two Touch Rule:	<u>N/A</u>	Committee Review
	<u>11/16/21</u>	First Board Meeting (Informational)
	<u>11/22/21</u>	Second Board Meeting (Action)

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

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

Notes/Attachments:

- Resolution 2021-06 Tax Levy Increase
- DOR, Implicit Price Deflator Letter

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

**RESOLUTION NUMBER 2021-06
PROPERTY TAX INCREASE RESOLUTION
RCW 84.55.120**

WHEREAS, the Board of Commissioners of the DES MOINES POOL METROPOLITAN PARK DISTRICT has properly given notice of the public hearing held on November 22, 2021 to consider the department's current expense budget for the 2022 calendar year, pursuant to RCW 84.55.120; and

WHEREAS, the Board of Commissioners of the DES MOINES POOL METROPOLITAN PARK DISTRICT, after hearing, and after duly considering all relevant evidence and testimony presented, has determined that the District does not require an increase in property tax revenue from the previous year, in addition to the increase resulting from the addition of new construction and improvements to property and any increase in the value of state-assessed property, and amounts authorized by law as a result of any annexations that have occurred and refunds made, in order to discharge the expected expenses and obligations of the department and in its best interest; now therefore, be it

RESOLVED, by the Board of Commissioners of the DES MOINES POOL METROPOLITAN PARK DISTRICT that a decrease in the regular property tax levy, in addition to the increase resulting from the addition of new construction and improvements to property and any increase in the value of state-assessed property, and amounts authorized by law as a result of any annexations that have occurred and refunds made is hereby authorized for the 2022 levy in the amount of \$1,078,926.46 which is a percentage increase of 6.55% from the previous year.

ADOPTED by the Board of Commissioners of the DES MOINES POOL METROPOLITAN PARK DISTRICT, King County, Washington at a Regular Meeting this 22nd day of November 2021.

Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

District Clerk

September 27, 2021

Dear County Assessors:

What is the rate of inflation (IPD rate) for 2022?

The rate of inflation (IPD rate) for property taxes due in 2021 is **3.860 percent**.

What is the limit factor for 2022 provided the taxing district adopts a resolution/ ordinance authorizing an increase over the prior year's levy?

For the state and taxing districts with populations of 10,000 or greater, the limit factor for property taxes due in 2022 is **101 percent**. The limit factor for these districts is defined as 100 percent plus the lesser of the rate of inflation or one percent.

For taxing districts with populations under 10,000, the limit factor for property taxes due in 2022 is **101 percent**.

How is the rate of inflation (IPD rate) calculated?

The rate of inflation is the percent change in the implicit price deflator for personal consumption as published by the Bureau of Economic Analysis by September 25th.

The most recent publication available on September 25th was the August publication. For this reason, we used the quarterly values to calculate the percent change in implicit price deflator for personal consumption for taxes due in 2022.

We calculate the percent change by dividing the Quarter 2 2021 number by the Quarter 2 2020 number, subtracting one, and then multiplying by 100. We used the following values in the calculation this year:

Quarter 2 2020	110.491
Quarter 2 2021	114.756

If you have any questions, please contact me.

Sincerely,

Mark Studer
Tax Policy Specialist
Research & Fiscal Analysis
Department of Revenue

cc: County Treasurers

Des Moines Pool Metropolitan Park District

AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 8d **Assigned to:** District GM **Meeting Date:** 11/16/21

Under: New Business **Attachment:** No

Subject: 2022 Tax Levy and Budget Public Hearing (Special Meeting)

Background/Summary: The District will not have all of the board at the November 16 regular board meeting. To ensure full representation, the District GM recommends having the public hearing for the entire board to be present.

The public hearing will be scheduled on Monday, November 22 at 7:00pm. This is before the November 30 deadline with adequate time to send digital signature documents and a potential special meeting, if there are any issues.

The meeting will be posted online and sent to the local press. Since the meeting is online, we have also reached out to legal to ensure the public comment section of the hearing meets Covid-19 requirements.

Finally, we will include more detailed information on the public hearing in the November 22 agenda packet that will also be posted on the website's governance page.

(www.mtrainierpool.com)

Fiscal Impact: N/A

Proposed Motion: No motion necessary. Information only.

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

Two Touch Rule:	<u>N/A</u>	Committee Review
	<u>11/16/21</u>	First Board Meeting (Informational)
	<u>11/22/21</u>	Second Board Meeting (Action)

Action Taken: Adopted _____ Rejected _____ Postponed _____

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

Notes/Attachments:

- No attachments.