



Des Moines Pool Métropolitain Park District

December 9, 2025

7:00 p.m.

Hybrid (DMPMPD District Office and Remote Online)

MINUTES REGULAR MEETING

CALL TO ORDER/ROLL CALL

President Young called the meeting to order at 7:00 p.m. Also, present were Commissioners Campbell, Dusenbury, Fortine, District General Manager Deschenes, and Clerk Melum. Commissioner Stender was not present.

PLEDGE OF ALLEGIANCE – Commissioner Dusenbury led the flag salute.

ADOPTION/MODIFICATIONS OF AGENDA – District GM Deschenes announced there were a few modifications to the agenda for the meeting. Modification number one is for an update to agenda item 9b – Policy 520, Procurement and modification number two is for an update to agenda item 9d – Engineer of Record Agreement. Commissioner Dusenbury moved to approve the modification of the agenda. Commissioner Campbell 2nd. Motion passed 4-0.

ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS – District GM Deschenes announced that the light rail station grand opening event was a success despite some challenges that he would discuss a bit later and the Des Moines tree lighting ceremony was also a success and gave a huge thanks to Aquatic Coordinator Sevors for dedicating his time for that event.

PUBLIC COMMENT – There were no public comments.

6a. CONSENT AGENDA

Commissioner Dusenbury moved to approve the Consent Agenda including the vouchers and electronic transfer requests processed in November 2025 totaling \$117,709.58. Commissioner Campbell 2nd. The motion passed 4-0.

7a. Oath of Office:

District GM Deschenes announced the results of the November 4, 2025, General Election, which were certified on November 25, 2025. Three commissioners were elected for the current term. Incumbent Board President Young and Commissioner Campbell were re-elected and will continue serving through 2031. Newly elected Commissioner Ben Fortine assumed office immediately to complete the unexpired terms of former Commissioners Achziger and Thorell and will continue serving through 2029.

District GM Deschenes then turned the meeting over to legal representative Brian Snure to administer the Oath of Office. Legal representative Brian Snure advised each commissioner that recitation of the oath aloud was optional. Commissioner Campbell and Commissioner Fortine elected not to recite the oath aloud and instead signed the oath documents in the presence of legal representative Brian Snure.

Legal Representative Brian Snure advised President Young that he could contact him to schedule a time to sign the Oath of Office documents. President Young was informed that the documents must be signed no later than January

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

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

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31, 2026, and that failure to do so could subject him to recall. President Young stated that he would arrange a time to complete the signing.

8a Executive Session: Mount Rainier Pool Lease

The Board President announced that the commissioners will go into executive session pursuant of [RCW 42.30.110\(1\)\(i\)](#) to discuss with legal counsel. The Board President announced they would be in executive session for approximately 15 minutes. The board went into executive session from 7:04pm to 7:19pm. The executive session was extended by ten additional minutes and ended at 7:30pm. No actions were taken at this time.

Old Business

9a. Quarter 3 Financial Report (July 1 – Sept 30, 2025)

District GM Deschenes reported to the board the results of the Q3 (July 1 – September 30) financials. A copy of the report is included in the December 9th agenda packet. President Young suggested establishing a land acquisition fund in the future to separate the balance and provide greater transparency regarding the District's financial position. District General Manager Deschenes stated that he would implement this change.

9b. Policy 520, Procurement

District GM Deschenes District General Manager Deschenes reviewed with the Board the proposed edits to Policy 520, *Procurement*, which were initially presented at the November 11 regular Board meeting. The proposed revisions address responsible bidder requirements, public works projects, direct contracting, the small works roster, and changes to purchasing authority for the District General Manager and the Finance Committee.

The Board and District General Manager Deschenes engaged in discussion regarding the proposed edits, including questions and concerns expressed. Following discussion, the Board and District General Manager Deschenes determined that additional research and refinement are necessary before the policy can be adopted. District General Manager Deschenes stated that he would continue work on the revisions and present an updated version at the January 27 Board meeting.

9c. City Currents Partnership Agreement (2nd Touch)

District GM Deschenes shared the proposed 2026 agreement that the City of Des Moines sent to The District for the City Currents Magazine partnership which covered areas like: term, responsibilities for the District & City, cost & payment, content changes, & termination. He discussed the purpose for this partnership and ideas for content. A copy of the agreement is included in the December 9th packet. District GM Deschenes asked the board to pass this motion to begin this partnership. Commissioner Campbell moved to approve the 2026 agreement for the City Currents with the City of Des Moines. Commissioner Fortine 2nd. Motion passed 4-0.

9d. Engineer (Architect) of Record Agreement (2nd Touch)

District General Manager Deschenes reported that he had spoken with the Engineer of Record during the prior week. The Engineer of Record subsequently provided an agreement to District General Manager Deschenes for anticipated projects estimated to exceed \$1.76 million, which could result in a pool closure of up to three months. District General Manager Deschenes stated that legal counsel had reviewed the agreement and identified certain concerns.

District General Manager Deschenes reviewed key elements of the agreement with the Board, including the proposed term length, cost, the architect involved, and the firm represented. The Board and District General Manager Deschenes discussed the proposed timeline for executing the agreement, project preparation requirements for the architect, and the scope of costs covered under the agreement.

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President Young inquired about whether a statement of qualifications had been advertised. District General Manager Deschenes stated that it had not been advertised, based on advice from legal counsel that advertisement was not required. President Young recommended contacting the State Auditor's Office to confirm compliance.

The Board discussed delaying approval until the next meeting to allow time to obtain guidance from the State Auditor's Office. District General Manager Deschenes expressed concern regarding potential impacts to the project timeline if approval were delayed. Following further discussion, the Board and District General Manager Deschenes agreed that District General Manager Deschenes would contact the State Auditor's Office for clarification as soon as possible and would schedule a special meeting thereafter to revisit the matter promptly.

NEW BUSINESS

10a Officers and Board Committees

District GM Deschenes shared a table of the current officers and board committees. Commissioner Dusenbury voiced that he was ready to step down as the Clerk of the Board. President Young directed a comment to Commissioner Campbell that she was on the finance committee. Commissioner Campbell asked what the responsibilities of Clerk of the Board were. Commissioner Dusenbury went over the responsibilities of the role. Commissioner Campbell agreed to take over as Clerk of the Board. District GM Deschenes discussed committees that former commissioner Thorell was on and asked new Commissioner Fortune if he was okay with being on these committees or if he wanted to discuss it further either now or later. Commissioner Fortune said he the two committees sounded great.

District GM Deschenes announced that he met with the Seattle Parks Foundation because he learned that they provide counseling on levy planning for areas throughout King County, not just in Seattle proper. He is planning another meeting with them and invited a discussion for a committee to join him. Commissioner Dusenbury said it sounded like an outreach committee type of meeting.

10b. Policy 101 Bylaws, 2025 Review (First Touch)

District GM Deschenes presented the board with the annual Policy 101 Bylaws Review with focus on section **Art 9 Sec 9.2 regular meetings** and a portion of **Art 9 Sec 9.2.2 hybrid meetings** regarding meeting locations at the Mount Rainier High School. District GM Deschenes removed this section due to the meeting location being a secure building after hours. District GM Deschenes briefly touched on the other bylaws and said he would send it out for review. Commissioner Campbell asked how the public was being notified about the special meetings and mentioned what the bylaws statement regarding local media. District GM Deschenes stated that we notify the Waterland Blog for media advertising, we post official notices at the pool facility and at the district office.

10c. 2026 Board Meeting Schedule and Format Discussion

District GM Deschenes presented the board with the 2026 board meeting schedule. The board is to meet on the fourth Tuesday of each month from January – September. Then for November and December, the board discussed what would work for deciding board meeting dates to work around holidays and schedules. It was decided that the November and December meetings would be held on the second Tuesday of those months.

10d. Resolution 2025-15 Amendment to 2025 Budget

District General Manager Deschenes recommended allocating \$1,124,110.52 from the General Fund to the Capital Reserve Fund. The Capital Reserve Fund is designated for equipment replacement, major capital projects, land acquisition, and emergency repairs related to the District's 50-year-old facility. The District General Manager reported that the Capital Reserve Fund balance at the end of 2024 was \$675,000. With the proposed allocation, the

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Capital Reserve Fund balance is projected to be \$1,799,110.52 by the end of 2025. Commissioner Dusenbury moved to approve Resolution 2025-15 Amendment to 2025 Budget. Commissioner Campbell 2nd. Motion passed 4-0.

10e. Parking Lot Gate Storage (first touch)

District GM Deschenes reminded the board about the parking lot entrance gates that were installed by WCIA. They were installed to decrease crime and vagrancy during the pandemic. Though, crime at the pool after hours has decreased significantly and the gates are no longer needed. The gates have been stored at the City of Des Moines Marina, but the city needs them to be removed by December 31, 2025, to make space for Marina Steps project. District GM Deschenes presented several options to the board on what to do with them. The board and District GM Deschenes discussed several options and ultimately landed on reaching out to the City of Des Moines to discuss donation options.

11. Good of the Order

Commissioner Dusenbury congratulated Commissioner Fortine for being newly appointed as a board commissioner. President Young mentioned he was sorry to miss the “homecoming” of being in office during the board meeting. Commissioners Campbell and Dusenbury reminisced on past meetings in the office.

Adjournment

With no further business to discuss. The meeting adjourned at 8:13pm.

UPCOMING MEETINGS

- To Be Determined, Special Meeting**, N/A, Location: Hybrid (DMPMPD Offices and Online)
- January 27, 2025, Regular Board Meeting, 7:00pm, Location: Hybrid (DMPMPD Offices and Online)

Respectfully submitted by Angela Melum, District Clerk.

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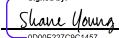
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Des Moines Pool Metropolitan Park District Board of Commissioners

 Signed by:
Shane Young
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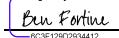
President Young

 Signed by:
Holly Campbell
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Clerk of the Board Campbell

 Signed by:
Joe Dusenbury
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Commissioner Dusenbury

 Signed by:
Ben Fortine
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Commissioner Fortine

Commissioner Stender

District Clerk Melum

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