



## Des Moines Pool Metropolitan Park District

April 25, 2023

7:00 p.m.

Regular "Hybrid" Meeting

*\*NEW LOCATION: Meetings are being held remotely using Zoom and in-person at the Des Moines Pool MPD District Offices (22015 Marine View Dr. So. – Main floor). If you wish to listen in, please do so at 1-253-205-0468 Meeting ID: 848 4771 0276 Passcode: 183119. Any questions or comments should be directed to Scott Deschenes, District General Manager at (206) 429-3852 or by email at [scott.deschenes@desmoinespool.org](mailto:scott.deschenes@desmoinespool.org). Public comments will be due by email to [info@mtrainierpool.com](mailto:info@mtrainierpool.com) by noon on the day of each meeting. This is due to the hybrid format of the meetings.*

### AGENDA

7:00 1. CALL TO ORDER ROLL CALL

7:01 2. PLEDGE OF ALLEGIANCE

7:03 3. ADOPTION/MODIFICATIONS OF AGENDA

7:04 4. ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS

7:05 5. PUBLIC COMMENT (Please Limit to Three [3] Minutes)

*Hybrid Meeting: If you are unable to physically attend and wish to make public comment, please submit in writing via email to [info@mtrainierpool.com](mailto:info@mtrainierpool.com) by Noon on Tuesday, March 28th. 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. (Note-MRHS has strict security, please call 206-429-3852, if you need physical access to the meeting.)*

7:10 6. CONSENT AGENDA

a. EXPENDITURE/REVENUE FOR MARCH

b. STAFF/CONTRACTOR/COMMITTEE REPORTS

District General Manager Report

c. ADOPTION OF MINUTES

March 25, 2023

d. CORRESPONDENCE

None

e. BANK TRANSFERS (MRP REVENUE)

f. VOUCHER APPROVAL

\$32,741.01 was processed in March for warrant requests

g. KING COUNTY ELECTRONIC FUNDS TRANSFERS (EXPENSES)

\$49,695.81 was processed in March for payroll

7. EXECUTIVE SESSION

a. Potential Litigation

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

**22722 19<sup>th</sup> Avenue South, Des Moines, WA 98198 (Mailing Address)**

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

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

## **8. OLD BUSINESS**

- 7:15            a. Q1 Aquatics Manager's Report
- 7:20            b. District Clerk Search Update
- 7:25            c. Aquatic Feasibility Study Update

## **9. NEW BUSINESS**

- 7:30            a. Annual Financial Report (Including Letter)
- 7:35            b. Summer Public Outreach

## **UPCOMING MEETINGS**

- May 23, 2023, Regular Board Meeting, 7:00 p.m., Location DMPMPD Offices (22015 Marine Drive So. #2B, Des Moines, WA)
- June 27, 2023, Regular Board Meeting, 7:00 p.m., Location DMPMPD Offices (22015 Marine Drive So. #2B, Des Moines, WA)
- No Retreats are scheduled at this time

## **ADJOURNMENT**

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# Des Moines Pool Metropolitan Park District

## AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 6a-g Assigned to: District GM Meeting Date: April 25, 2023

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** March 2023: Total **\$83,903.58\***

Admin Expenditures = \$11,587.47 Ops Expenditures = \$57,349.86 Capital Expenditures = \$0.00

\*Deferred \$14,966.55 in KCYAS Swim Lesson Grant.

**Revenue** March 2023: **\$55,328.90**

Property Tax & Int = \$47,784.03 Misc. Revenue = \$0.00 MRP Revenue = \$7,544.87\* Transfer to Cap = \$0

\*Swim lesson grants revenue will be gathered later in the year.

**Balances:** March 2023:

Beginning of Month = General - \$1,060,682.74; Capital \$525,000.00

End of Month = General - \$1,015,415.25; Capital \$525,000.00

Item 6b: Staff/Committee Reports

- District General Manager Weekly Reports

Item 6c: Adoption of Minutes

- March 28, 2023, Regular Board Meeting

Item 6d: Correspondence – None

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

Item 6f: Voucher Approval - The following voucher/warrants totaling **\$32,741.21** were approved for payment

- \$3,948.70 was processed on March 9, 2023
- \$5,951.08 was processed on March 15, 2023
- \$11,722.10 was processed on March 21, 2023
- \$11,119.33 was processed on March 30, 2023

Item 6g: Funds Transfers (Payroll) - The following Electronic Transfers to King County totaling **\$49,695.81** were processed for payment

- \$24,968.34 was approved for payroll on March 14, 2023
- \$24,727.47 was approved for payroll on March 30, 2023

A total of **\$82,437.02** was processed in March 2023 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 March 2023 totaling **\$82,437.02**.

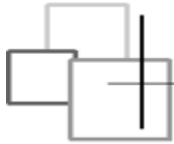
**Reviewed by District Legal Counsel:** Yes \_\_\_\_\_ No x Date: \_\_\_\_\_

**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:**



# Expenditure

Starting Account Number: 001-000-000-334-05-10-01 SEEK Grant  
Ending Account Number: 301-000-000-508-51-00-00 Ending Balances  
Period: 2023 - March

Account Number	Title	March	Fiscal	Budget	% of Total	Balance
<b>General Fund</b>						
001-000-000-334-05-10-01	Grant (lessons)	\$14,966.25	\$15,922.25	\$0.00		(\$15,922.25)
001-000-000-337-20-00-01	Grant-Risk Reduction	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-337-20-00-02	Grant - KCYAS	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-369-81-00-01	Cash Management Svcs Fee	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-567-20-41-15	Website RFQ	\$0.00	\$0.00	\$15,000.00	0.00 %	\$15,000.00
<b>Administration</b>						
001-000-000-576-20-10-00	Commissioners - Subsidies	\$352.10	\$2,697.15	\$24,000.00	11.24 %	\$21,302.85
001-000-000-576-20-10-01	District Manager - Wage	\$6,150.87	\$18,595.40	\$105,000.00	17.71 %	\$86,404.60
001-000-000-576-20-10-02	District Clerk -Wage	\$0.00	\$3,409.98	\$37,377.80	9.12 %	\$33,967.82
001-000-000-576-20-21-19	Payroll Taxes (Admin)	\$1,455.12	\$6,724.89	\$0.00		(\$6,724.89)
001-000-000-576-20-22-30	Personal Benefits (AWC/DRS) & Taxes (Admin)	\$755.98	\$9,210.19	\$76,000.00	12.12 %	\$66,789.81
001-000-000-576-20-22-40	Fringe Benefits (Car, Mileage)	\$135.00	\$405.00	\$2,000.00	20.25 %	\$1,595.00
001-000-000-576-20-31-00	Office Supplies (Admin)	\$0.00	\$76.23	\$0.00		(\$76.23)
001-000-000-576-20-35-00	Office Equipment (non-capitalized-SAA)	\$0.00	\$0.00	\$2,500.00	0.00 %	\$2,500.00
001-000-000-576-20-35-01	Computer Equipment (Non-capitalized)	\$0.00	\$112.50	\$6,000.00	1.88 %	\$5,887.50
001-000-000-576-20-40-10	King County Youth & Amature Sports Grant	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-576-20-41-01	Consulting Contracts	\$662.70	\$2,263.20	\$5,000.00	45.26 %	\$2,736.80
001-000-000-576-20-41-02	Web Design & Maintenance (BTown)	\$0.00	\$1,448.00	\$3,000.00	48.27 %	\$1,552.00
001-000-000-576-20-41-03	Financial Services Contract	\$0.00	\$0.00	\$10,000.00	0.00 %	\$10,000.00
001-000-000-576-20-41-04	Legal Services Contract (Snure)	\$0.00	\$2,351.25	\$14,000.00	16.79 %	\$11,648.75
001-000-000-576-20-41-05	Financial Management Software - VisionMS	\$0.00	\$0.00	\$3,000.00	0.00 %	\$3,000.00
001-000-000-576-20-41-07	District Advertising	\$910.20	\$6,137.09	\$10,000.00	61.37 %	\$3,862.91
001-000-000-576-20-41-08	IT Admin/Computer Services (CMIT)	\$0.00	\$4,248.00	\$25,000.00	16.99 %	\$20,752.00
001-000-000-576-20-41-09	Janitorial Services-District Office	\$180.00	\$360.00	\$0.00		(\$360.00)
001-000-000-576-20-41-10	MS Suscription MS Office 365 (Admin)	\$0.00	\$74.87	\$0.00		(\$74.87)
001-000-000-576-20-41-11	State Audit	\$0.00	\$0.00	\$5,500.00	0.00 %	\$5,500.00
001-000-000-576-20-41-12	AMG Liabilities	\$0.00	\$0.00	\$250.00	0.00 %	\$250.00
001-000-000-576-20-41-14	IT Server Hosting	\$0.00	\$456.03	\$4,000.00	11.40 %	\$3,543.97
001-000-000-576-20-41-40	Ad Design	\$0.00	\$75.98	\$500.00	15.20 %	\$424.02
001-000-000-576-20-42-00	Postage & Mailing (Admin)	\$0.00	\$211.85	\$0.00		(\$211.85)
001-000-000-576-20-42-01	Telephone/Internet Services (Comcast)	\$111.31	\$617.04	\$3,500.00	17.63 %	\$2,882.96
001-000-000-576-20-42-03	Work Email Accounts (Google Suite) (Admin)	\$0.00	\$138.72	\$0.00		(\$138.72)
001-000-000-576-20-42-04	Email Notification System (CampaignMonitor)	\$0.00	\$177.00	\$1,000.00	17.70 %	\$823.00
001-000-000-576-20-42-05	Bulk Mailing - District Postcard	\$0.00	\$0.00	\$4,500.00	0.00 %	\$4,500.00

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
001-000-000-576-20-43-07	Management Staff Training (Admin)	\$0.00	\$135.00	\$5,000.00	2.70 %	\$4,865.00
001-000-000-576-20-45-00	District Office Rental (Zen)	\$717.50	\$2,870.00	\$0.00		(\$2,870.00)
001-000-000-576-20-45-01	Storage Rental (AAAA)	\$0.00	\$825.00	\$5,000.00	16.50 %	\$4,175.00
001-000-000-576-20-45-02	Miscellaneous Rentals	\$0.00	\$0.00	\$5,000.00	0.00 %	\$5,000.00
001-000-000-576-20-45-05	Meeting Rentl (HSD)	\$0.00	\$0.45	\$1,000.00	0.05 %	\$999.55
001-000-000-576-20-46-00	Insurance - WCIA, AWC	\$0.00	\$38,234.00	\$31,000.00	123.34 %	(\$7,234.00)
001-000-000-576-20-49-00	Miscellaneous	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-576-20-49-07	Misc. Services/Discrepancies	\$0.00	\$1,333.39	\$2,000.00	66.67 %	\$666.61
001-000-000-576-20-49-08	Printing & Copying (Outside Vendors)	\$0.00	\$0.00	\$2,000.00	0.00 %	\$2,000.00
001-000-000-576-20-49-09	Bulk Printing - District Postcard	\$0.00	\$0.00	\$2,500.00	0.00 %	\$2,500.00
001-000-000-576-20-49-10	Printing/Copying (Canon) (Admin)	\$98.69	\$244.99	\$0.00		(\$244.99)
001-000-000-576-20-49-60	Dues/Membershp/Subscriptions	\$0.00	\$0.00	\$6,000.00	0.00 %	\$6,000.00
001-000-000-576-20-51-00	Election Costs	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-576-20-51-02	Inspections (Fire Ext)	\$0.00	\$0.00	\$1,000.00	0.00 %	\$1,000.00
001-000-000-576-20-51-03	B&O Tax/Agency (DOR)	\$0.00	\$792.86	\$7,500.00	10.57 %	\$6,707.14
001-000-000-576-20-51-10	Services Contract - City of Des Moines	\$0.00	\$0.00	\$5,000.00	0.00 %	\$5,000.00
001-000-000-576-20-51-50	Background checks	\$58.00	\$451.00	\$2,500.00	18.04 %	\$2,049.00
<b>Pool Facility</b>						
001-000-000-576-21-10-01	Aquatics Mgr -Wage	\$5,631.50	\$16,554.91	\$91,582.40	18.08 %	\$75,027.49
001-000-000-576-21-21-19	Payroll taxes (Ops)	\$10,670.84	\$30,909.59	\$2,000,000.00	1.55 %	\$1,969,090.41
001-000-000-576-21-22-30	Personal Benefits (AWC/DRS) & Taxes (Ops)	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-576-21-25-01	Aquatic Coordinator	\$4,699.62	\$13,793.81	\$74,755.20	18.45 %	\$60,961.39
001-000-000-576-21-25-04	Asst Aquatics Coordinator	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-576-21-25-05	Incentive Pay	\$0.00	\$0.00	\$7,500.00	0.00 %	\$7,500.00
001-000-000-576-21-30-01	TPT Lifeguards	\$5,653.45	\$20,028.95	\$195,000.00	10.27 %	\$174,971.05
001-000-000-576-21-30-02	Instructors	\$5,344.53	\$23,367.98	\$90,000.00	25.96 %	\$66,632.02
001-000-000-576-21-30-03	Lead Lifeguard	\$0.00	\$0.00	\$51,251.20	0.00 %	\$51,251.20
001-000-000-576-21-30-04	PPT Lifeguards	\$2,782.78	\$7,245.76	\$100,713.60	7.19 %	\$93,467.84
001-000-000-576-21-30-05	Water Exercise Instructor	\$0.00	\$1,121.12	\$12,500.00	8.97 %	\$11,378.88
001-000-000-576-21-31-00	Maintenance Supplies and Small Tools	\$0.00	\$337.49	\$3,500.00	9.64 %	\$3,162.51
001-000-000-576-21-31-01	Custodial (Quarterly Deep Clean)	\$0.00	\$0.00	\$6,000.00	0.00 %	\$6,000.00
001-000-000-576-21-31-02	CO2 Services (Central Welding)	\$80.92	\$1,028.38	\$5,000.00	20.57 %	\$3,971.62
001-000-000-576-21-32-02	Head Lifeguards	\$2,397.46	\$8,817.78	\$35,000.00	25.19 %	\$26,182.22
001-000-000-576-21-33-00	Sick Pay	\$1,038.02	\$1,111.36	\$3,500.00	31.75 %	\$2,388.64
001-000-000-576-21-33-04	Overtime (OT)	\$558.86	\$2,438.51	\$5,000.00	48.77 %	\$2,561.49
001-000-000-576-21-33-05	Family Medical Leave (FMLA)	\$0.00	\$0.00	\$500.00	0.00 %	\$500.00
001-000-000-576-21-35-01	Pool Chemicals	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-576-21-35-02	Janitorial Supplies and Services	\$265.12	\$761.12	\$7,700.00	9.88 %	\$6,938.88
001-000-000-576-21-35-03	Office Supplies (Ops)	\$0.00	\$10.77	\$2,000.00	0.54 %	\$1,989.23
001-000-000-576-21-35-04	Office Equipment	\$0.00	\$0.00	\$2,500.00	0.00 %	\$2,500.00
001-000-000-576-21-35-06	Equipment - BecSys PRobes (ER&R)	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-576-21-35-07	Scoreboard & Timing Pads (ER&R)	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-576-21-35-11	Ceiling Tile Replacement (ER&R)	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-576-21-35-12	ADA Pool Stairs (ER&R)	\$0.00	\$0.00	\$0.00		\$0.00

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
001-000-000-576-21-35-13	Emergency Lighting Replacement (ER&R)	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-576-21-35-14	Misc Pool Equipment (ER&R)	\$0.00	\$41.65	\$6,000.00	0.69 %	\$5,958.35
001-000-000-576-21-35-15	Special Pool Events	\$0.00	\$0.00	\$5,000.00	0.00 %	\$5,000.00
001-000-000-576-21-35-16	Suit Spinners (ER&R)	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-576-21-35-17	BecSys Remote System	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-576-21-35-18	Pulsar System	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-576-21-35-28	BECSys Probes (ER&R)	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-576-21-40-00	Employee Recognition	\$0.00	\$160.00	\$2,000.00	8.00 %	\$1,840.00
001-000-000-576-21-40-20	Scholarships	\$0.00	\$0.00	\$15,000.00	0.00 %	\$15,000.00
001-000-000-576-21-41-14	Remote Meeting Software (GoToMeeting)	\$0.00	\$80.32	\$1,000.00	8.03 %	\$919.68
001-000-000-576-21-41-20	Gutter and Roof Management	\$0.00	\$0.00	\$4,000.00	0.00 %	\$4,000.00
001-000-000-576-21-41-30	Landscaping Services (NW Landscape)	\$0.00	\$1,813.02	\$8,000.00	22.66 %	\$6,186.98
001-000-000-576-21-42-01	MS Subscription MS Office 365 (Ops)	\$0.00	\$744.28	\$4,800.00	15.51 %	\$4,055.72
001-000-000-576-21-42-02	Scheduling Software	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-576-21-42-03	Recreation Mgmt Software (CivicRec)	\$0.00	\$0.00	\$6,000.00	0.00 %	\$6,000.00
001-000-000-576-21-42-04	Credit Card Transactions (Authorize.net)	\$0.00	\$179.60	\$2,000.00	8.98 %	\$1,820.40
001-000-000-576-21-42-05	Payroll/HR (Heartland Fees)	\$524.06	\$1,608.18	\$6,000.00	26.80 %	\$4,391.82
001-000-000-576-21-42-06	Uniforms &Clothing	\$0.00	\$0.00	\$5,000.00	0.00 %	\$5,000.00
001-000-000-576-21-42-07	Postage & Mailing (Ops)	\$0.00	\$151.93	\$750.00	20.26 %	\$598.07
001-000-000-576-21-42-08	Water/Coffee (Mountain Mist)	\$176.39	\$238.81	\$2,000.00	11.94 %	\$1,761.19
001-000-000-576-21-42-09	Timekeeping	\$0.00	\$1,167.74	\$2,500.00	46.71 %	\$1,332.26
001-000-000-576-21-42-13	Scheduling (Omnify)	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-576-21-42-14	Elevate Phone System	\$228.68	\$456.03	\$5,000.00	9.12 %	\$4,543.97
001-000-000-576-21-42-20	Telephone/Internet Services (Comcast) (Ops)	\$0.00	\$1,440.59	\$0.00		(\$1,440.59)
001-000-000-576-21-42-21	Cell Phone (Google Fi)	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-576-21-42-30	Work Email Accounts (Google Suite) (Ops)	\$0.00	\$0.00	\$800.00	0.00 %	\$800.00
001-000-000-576-21-43-01	Travel Expenses (Lodging, Per Diem)	\$0.00	\$0.00	\$3,000.00	0.00 %	\$3,000.00
001-000-000-576-21-43-02	Training (LGI/WSI Certs)	\$475.00	\$895.00	\$0.00		(\$895.00)
001-000-000-576-21-43-03	Certifications (non WSI)	\$0.00	\$0.00	\$3,500.00	0.00 %	\$3,500.00
001-000-000-576-21-43-04	In Service Supplies (Internal Training)	\$0.00	\$23.68	\$2,500.00	0.95 %	\$2,476.32
001-000-000-576-21-43-05	Swim Lesson Licensing (Amer Red Cross)	\$0.00	\$0.00	\$2,500.00	0.00 %	\$2,500.00
001-000-000-576-21-43-06	First Aid Supplies	\$0.00	\$43.21	\$2,500.00	1.73 %	\$2,456.79
001-000-000-576-21-43-07	Management Staff Training (Ops)	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-576-21-43-10	Travel Expenses (Mileage, Tolls)	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-576-21-47-00	Electricity/Gas (PSE)	\$9,852.61	\$49,901.85	\$130,000.00	38.39 %	\$80,098.15
001-000-000-576-21-47-02	Water (Highline)	\$647.18	\$1,357.50	\$9,900.00	13.71 %	\$8,542.50
001-000-000-576-21-47-03	Garbage/Recycling (Recology)	\$97.73	\$911.92	\$6,000.00	15.20 %	\$5,088.08
001-000-000-576-21-47-04	Sewer (Midway)	\$743.72	\$770.03	\$5,000.00	15.40 %	\$4,229.97
001-000-000-576-21-47-05	Sewer Contingency	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-576-21-48-00	Maintenance Services (non-contracted)	\$5,449.95	\$21,049.64	\$75,000.00	28.07 %	\$53,950.36
001-000-000-576-21-48-01	Office/IT Equipment Repairs	\$0.00	\$0.00	\$2,500.00	0.00 %	\$2,500.00
001-000-000-576-21-48-02	Rekey Services (Bill's Locksmith)	\$0.00	\$615.91	\$3,000.00	20.53 %	\$2,384.09

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
001-000-000-576-21-48-03	Budget Contingency (Backup for Maintenance)	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-576-21-48-10	Maintenance Contract (MacD-Miller)	\$0.00	\$4,782.74	\$27,500.00	17.39 %	\$22,717.26
001-000-000-576-21-48-11	Water Quality Maint Contract (Aquatic Specialty)	\$0.00	\$2,883.37	\$16,000.00	18.02 %	\$13,116.63
001-000-000-576-21-49-01	Lifeguard Supplies & Equip	\$0.00	\$4,066.88	\$5,000.00	81.34 %	\$933.12
001-000-000-576-21-49-10	Printing/Copying (Canon) (Ops)	\$31.44	\$188.64	\$2,000.00	9.43 %	\$1,811.36
001-000-000-576-21-49-20	Permits and Fees (KCHD, CoDM)	\$0.00	\$225.50	\$2,000.00	11.28 %	\$1,774.50
<b>Total Pool Facility</b>		<b>\$57,349.86</b>	<b>\$223,325.55</b>	<b>\$3,067,752.40</b>	<b>7.28 %</b>	<b>\$2,844,426.85</b>
<b>Total Administration</b>		<b>\$68,937.33</b>	<b>\$328,002.61</b>	<b>\$3,485,380.20</b>	<b>9.41 %</b>	<b>\$3,157,377.59</b>
<b>Capital Expenditures</b>						
001-000-000-594-76-41-01	Capital - Permits, Fees, Inspections	\$0.00	\$0.00	\$1,500.00	0.00 %	\$1,500.00
001-000-000-594-76-41-02	Capital - Advertising/Public Notice	\$0.00	\$0.00	\$500.00	0.00 %	\$500.00
001-000-000-594-76-41-03	Capital - Architects/Engineers	\$0.00	\$25,284.50	\$137,500.00	18.39 %	\$112,215.50
001-000-000-594-76-41-06	Plumbing (Aquatic Specialty)	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-594-76-42-07	Gate Installation	\$0.00	\$0.00	\$20,000.00	0.00 %	\$20,000.00
<b>Total Capital Expenditures</b>		<b>\$0.00</b>	<b>\$25,284.50</b>	<b>\$159,500.00</b>	<b>15.85 %</b>	<b>\$134,215.50</b>
<b>Transfers</b>						
001-000-000-597-76-00-00	Transfer out	\$0.00	\$0.00	\$0.00		\$0.00
<b>Total Transfers</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>		<b>\$0.00</b>
<b>Total General Fund</b>		<b>\$83,903.58</b>	<b>\$369,209.36</b>	<b>\$3,659,880.20</b>	<b>10.09 %</b>	<b>\$3,290,670.84</b>
<b>Grand Totals</b>		<b>\$83,903.58</b>	<b>\$369,209.36</b>	<b>\$3,659,880.20</b>	<b>10.09 %</b>	<b>\$3,290,670.84</b>



# Revenue

Starting Account Number: 001-000-000-308-80-10-00 District Policy- 3mo M&O Exp  
Ending Account Number: 301-000-000-397-00-00-00 Transfer from General Fund -Capital Reserves  
Period: 2023 - March

Account Number	Title	March	Fiscal	2023 Budget	% of Total	Balance
<b>General Fund</b>						
<b>Taxes</b>						
001-000-000-311-11-00-00	Property Taxes	\$47,784.03	\$65,563.83	\$0.00		
001-000-000-311-11-00-01	Timber Harvest Tax	\$0.00	\$0.00	\$0.00		
001-000-000-317-20-00-00	Leasehold Excise Tax	\$0.00	\$1,624.23	\$0.00		
<b>Total Taxes</b>		<b>\$47,784.03</b>	<b>\$67,188.03</b>	<b>\$0.00</b>		
<b>Charges for Goods and Services</b>						
001-000-000-347-60-00-00	Normandy Park - Pool Use Fee	\$0.00	\$0.00	\$0.00		
<b>Total Charges for Goods and Services</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$25,000.00</b>		
<b>Miscellaneous Revenues</b>						
001-000-000-361-11-00-00	Investment Interest	\$2,583.44	\$8,436.32	\$0.00		
001-000-000-367-00-00-01	Contributions/Donations	\$0.00	\$0.00	\$0.00		
001-000-000-368-81-00-02	Miscellaneous Income	\$0.00	\$250.00	\$0.00		
001-000-000-369-81-00-00	Cash Over/Shorts	\$0.00	\$0.00	\$0.00		
001-000-000-369-81-00-03	MRP Cash Deposits	\$1,736.87	\$6,637.48	\$0.00		
001-000-000-369-81-00-04	MRP Credit Card Deposits	\$4,745.13	\$22,493.78	\$0.00		
001-000-000-369-81-00-05	Reimbursements (Fitness Specialists)	\$0.00	\$490.00	\$0.00		
<b>Total Miscellaneous Revenues</b>		<b>\$7,544.87</b>	<b>\$37,817.58</b>	<b>\$0.00</b>		
001-000-000-397-00-00-00	Transfer from Capital Projects Fund	\$0.00	\$0.00	\$0.00		
<b>Total General Fund</b>		<b>\$7,544.87</b>	<b>\$105,005.61</b>	<b>\$0.00</b>		
<b>Capital Projects/Reserve</b>						
301-000-000-397-00-00-00	Transfer from General Fund -Capital Reserves	\$0.00	\$0.00	\$75,000.00		
<b>Total Capital Projects/Reserve</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$75,000.00</b>		
<b>Grand Totals</b>		<b>\$55,328.90</b>	<b>\$105,005.61</b>			

# DES MOINES POOL METROPOLITAN PARK DISTRICT

**Date: Thursday, April 20, 2023**

**To: District Board Commissioners**

**From: Scott Deschenes, District General Manager**

**Subject: Weekly Reports - Week of March 23 through Week of April 14, 2023**

## **WEEK ENDING MARCH 23:**

### **BOARD MEETING AND PACKET**

We sent the board packet out earlier today. Quentin is going to attend to discuss the June closure and answer any questions. I may add an item, if there are any items that need to be addressed with the District Clerk hiring (see below). I think the meeting will be pretty short (around 30-45 minutes).

Topic: March Regular Board Meeting - March 28 2023  
Time: Mar 28, 2023 07:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/82458441464?pwd=MGJxdWNjNjVneDBjd1BMym1QK2luZz09>

Meeting ID: 824 5844 1464

Passcode: 153489

### **SWIM LESSONS**

Registration for current students started last Saturday and is on-going this week with non-current, residents starting this Saturday, and non-residents on Monday. Staff has increased the availability of lessons, and is pushing to add a few more. We do get some questions about residency, but most people understand after being explained the process. Staff has increased swim lesson capacity around 24% for Spring. We sent the attached email out with an update on Thursday, March 23.

<https://createsend.com/t/d-91F2276750E42B072540EF23F30FEDED>

### **SPRING SCHEDULE CHANGE/RENTALS**

We met on Thursday to go over the Spring Schedule including rental offerings. We are going to split the open swims on afternoons to be public on 1<sup>st</sup>, 3<sup>rd</sup> and 5<sup>th</sup>, and rentals on the second Saturday from 1-2pm and 2:15-3:15pm (if 1-2pm taken). We are going to wait until May to start rentals, and start registration in mid-April. Residents will get priority for the rentals. We will test this out for May and June, and look at what is working and not for the next season. Below is a sample schedule, but Quentin is working to confirm SMAC before it becomes public. (AGAIN, SCHEDULE BELOW IS JUST A WORKING "DRAFT".)

# MT RAINIER POOL WINTER SCHEDULE

**April 17, 2023 – July 2, 2023**

**Average Pool Temperature – 83-85° F**

*(See Program Descriptions on 2<sup>nd</sup> Page)*

Shallow End						
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
Water Exercise: 9:30-10:30am	Water Walking: 9:30am-1pm	Water Exercise: 9:30-10:30am	Water Walking: 9:30am-1pm	Water Exercise: 9:30-10:30am	Swim Lessons**: 8-11:10am	Not Available.
Water Walking: 10:30am-1pm		Water Walking: 10:30am-1pm		Water Walking: 10:30am-1pm	Family Swim: 11:15am-12:15pm	
Cleaning/Training: 1-4:30pm	Cleaning/Training: 1-4:30pm	Cleaning/Training: 1-4:30pm	Cleaning/Training: 1-4:30pm	Cleaning/Training: 1-4:30pm	Open Swim/ Party Rentals: 1-2 pm	
Swim Lessons: 4:30-7pm	Family Swim**: 5-6pm	Swim Lessons: 4:30-7pm	Family Swim**: 5-6pm	Family Swim: 5-7pm	1 <sup>st</sup> - \$1 Swim	
	Water Exercise: 6-7pm		Water Exercise: 6-7pm		2 <sup>nd</sup> - Rentals	
Family Swim: 7-8pm	Water Walk: 7-8pm	Family Swim: 7-8pm	Water Walk: 7-8pm		3 <sup>rd</sup> Wubit Swim	
					4 <sup>th</sup> Rental	

Deep End						
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
Lap Swimming: 9:30am-1pm	Lap Swimming: 9:30am-1pm	Lap Swimming: 9:30am-1pm	Lap Swimming: 9:30am-1pm	Lap Swimming: 9:30am-1pm	Not Available	
					SMAC(5): 8-10:30am	
					Lap Swimming**: 11:15am-12:30pm	
Cleaning/Training: 1-4:30pm	Cleaning/Training: 1-4:30pm	Cleaning/Training: 1-4:30pm	Cleaning/Training: 1-4:30pm	Cleaning/Training: 1-4:30pm	Open Swim/ Party Rentals: 1-2 pm	
SMAC: 4:30-7pm	SMAC: 4:30-8pm	SMAC: 4:30-7pm	SMAC: 4:30-8pm	SMAC: 4:30-8pm	1 <sup>st</sup> - \$1 Swim	
Lap Swim: 7-8pm		Lap Swim: 7-8pm			2 <sup>nd</sup> - Rentals	
					3 <sup>rd</sup> Wubit Swim	
					4 <sup>th</sup> Rental	

*Pool Access: ADA stairs available for shallow end and chair lift available for either end of pool.*

*\*4 Lanes available for SMAC 5-6pm (weekdays) and 6-7pm on T/TH and Saturday mornings. \*\*Only 4 lanes available on the Third Saturday for Wubit Setup for Open Swim.*

**Schedule subject to change Please check website's schedule page for updates. [Click here](#) for more information.**

## MIDWAY PTSA (K-2)

Midway will be having a second PTSA event. Since Marvista cancelled and we did not get a response from North Hill, we will not charge them. The event will be Saturday, April 29 from 1-2pm. I also received a message on Wednesday evening that Midway would also like another PTSA swim this year.

## DISTRICT CLERK CHANGEOVER

We have made an offer on the District Clerk position. I will make an update at the board meeting on Tuesday, March 28. I am relearning some of the processes as a backup and attending King County trainings, and setting up trainings for the new position with consultants including payroll, King County finance, retirement, benefits, etc. I will update this at the meeting on Tuesday.

### **EMPLOYEE HANDBOOK UPDATE**

I got through to Heartland and they stated they will build a new (more current) employee handbook and that we can make changes to it. I do not have time to work on this until we have hired a new clerk. I am pushing this off until the Fall. Before I produce this, I would like to go through the handbook, section by section with the management team before bringing it back to the board.

### **SHOWER REPAIR**

We had to close the showers down to repair the thermostatic mixing valves. We had attempted to get it repaired during the February 17 closure, but I do not think the parts were available at that time. We learned from Covid-19 that we can require people to shower before using the pool, but it does not matter where they shower at. That is how we were able to keep the showers closed during the first round of openings during Covid-19. Below is a message we put out, and signage was posted around the facility.

### **WEEK ENDING MARCH 30:**

#### **BOARD MEETING FOLLOW-UP**

- Lifeguarding Question – Jared and Quentin are working on the question that was raised and we should have an answer in next week's report.
- For Signature – On Wednesday, I emailed out signatures for the February 28 Meeting Minutes, and Resolution 2023-04. If you did not receive the emails, or need me to send them again, let me know. (Note-they will show up from the District Clerk's email.)
- Edits to Financial Report Letter – I emailed a copy of the 2023 financial report for edits on Thursday. Please have all edits back by April 11, 2023.
- Minutes – I will send the minutes out for edit on Friday, March 31.
- Next Meeting – Just a reminder that the next meeting is Tuesday, April 25.

#### **APRIL POOL'S DAY**

The April Pool's Day event will be Saturday, April 15. The event will feature an hour of water safety stations and a free family swim afterwards. Jared has developed a system with cards for each station where the kids can get rubber ducks.

- Marketing – We will send an email notification out, social media and work through our PTSA partners to market the event. We should fill the event with this much outreach. See email blast in section below.





# APRIL **FREE** POOL'S DAY 4/15, 1-3pm



**WATER SAFETY  
EDUCATION**



**OPEN SWIM W/  
WATER WALK**



**DRAWING FOR FREE  
SUMMER FAMILY  
PASS**

## Why Water Safety?

Swim lessons are a great way to prevent drowning, but there are other hidden dangers. This event will educate children how to know the water, know their limits and proper usage of a life jacket. This will help your children be safer in other aquatic environments. The last hour of the event will include a free open swim for participants and their families.

## Event Schedule

- 1-2pm Water Safety Stations
- 2-3pm Open Swim
  - Includes Diving and Water Walk
- 2:50pm Drawing Announcement

**CONTACT US:**

**206.824.4722**

[www.mtrainierpool.com](http://www.mtrainierpool.com)

### SWIM LESSON UPDATE

As Quentin mentioned at the board meeting, they will be adding additional classes. We put out messaging with the April Pool's Day email, and staff will start contacting participants on Friday. We included a section in our latest email blast. Listed below.

- LINK TO EBLAST FLYER - <https://createsend.com/t/d-A14538ABF05A42E12540EF23F30FEDED>

### PTSA – MIDWAY K-2

We are offering Midway the free PTSA swim that Marvista was unable to use. Their event will be Saturday, April 29 from 1-2pm. This originally was going to be our first rental availability, but we will honor the free swim instead. I am sending their paperwork out tomorrow for the event.

### APRIL EVENTS

Below is a brief schedule of the events for April.

- Saturday, April 1 - \$1 First Saturday Open Swim – 1-2:30pm
- Thursday, April 6 – Senior Thursday (All-Day)
- Saturday, April 8 – Regular Open Swim – 1-2:30pm
- Saturday, April 15 – April Pool's Day Event – 1-3pm
- Monday, April 17 – Spring Schedule takes effect???
- Saturday, April 22 – Regular Open Swim – 1-2pm (New Hours)
- Saturday, April 29 – Midway PTSA – 1-2pm

- **SWIM LESSON START DATES:**
  - Monday, April 17
  - Wednesday, April 19
  - Saturday, April 22

### **RENTALS**

We are bringing back birthday party rentals the second weekends in May and June, and will come back and look at hour summer staff availability. We are discussing on booking these quarterly with resident priority for registration. We will announce this as part of our April 17 schedule update, and have dates for birthday party registration to keep it fair for everyone interested.

### **SCHEDULE CHANGE**

We are working on some variables with lining up schedules to make the spring schedule update. We plan to make an announcement the week of April 3<sup>rd</sup>. I will put more information in next week's report.

### **LIFEGUARD CLASS**

Enrollment in the lifeguarding class for April 3-6 was 6 as of Wednesday, and the class is a go. So far, four participants are from Des Moines, one from Normandy Park and one is from outside the area. The one outside the area paid to attend the class.

### **CAMP KHAOS**

Quentin met with Camp KHAOS this week. They discussed summer programming and how to best accommodate both organizations.

### **COMPUTERS**

With hiring the District Clerk, and needing to upgrade some staff computers, I have ordered three laptops: one for coordinator, one for the lead lifeguard and one for the clerk to access the main computer/server remotely.

### **DISTRICT CLERK**

The District Clerk started on Friday, March 31. We are working to onboard them, and get training toward all of the skills needed. I am working with VisionMS, King County and other organizations to get the person adequate training. I am also meeting with Linda on Monday.

### **SHOWER ISSUES**

The mixing valve issues with the showers needed to be replaced, but did not take care of the shower temperatures. The issue is that the water needs to circulate to keep the showers warm. MacMiller is supposed to be out again on Thursday, April 6<sup>th</sup>. Until then staff has been directed to push the shower buttons for flow as part of their rotation. Although, this will not eliminate the issue until it is repaired, at least it will help. We will keep you updated.

# MEN'S SHOWER UPDATE (March 30, 2023)

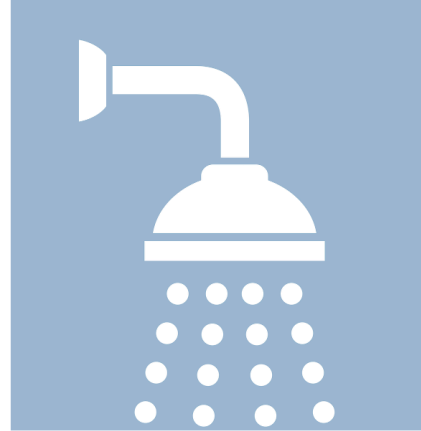
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The men's showers are scheduled to be fixed on the morning of Thursday, April 6th. Contractors fixed the thermostatic mixing valves on March 23\* in an attempt to repair the problem, but the circulation of cold water is still an issue.

In the meantime, we recommend pushing all five shower buttons and letting some water circulate through the system until the water warms up.

The age of the pool (46 years) and its components lead to longer lead times for repairs than newer facilities.

*\*The repair was due to the age of the Thermostatic Mixing Valves that needed to be repaired regardless of solving the problem.*



## FREE LESSON OPPORTUNITY

We received the following information about a free swim lesson opportunity. Quentin is looking into it, and we will look at how we can fit it into our schedule.

Hi all-

I have worked with many of you in the past in the South end of King County at your water recreational facilities. I told Andy at City of Seattle that I would pass on information to some regional pool managers in regards to a Seattle swim initiative that Andy Sheffer has been working on these past few months on for the City of Seattle. Mayor Harrell and Seattle Parks and Recreation are announcing their new pilot program *Swim Seattle*, in early April. It is a program designed to reduce drownings and remove barriers for Seattle children to obtain comprehensive, free swim lessons. They have partnered with No more Under, the YMCA, regional recreation partners, Children's Hospital, University of Washington, Washington State Parks, and water safety advocates to provide free swim instruction to Seattle area youth. In 2023, the pilot will start with a cohort of 250 low-income youth to develop a model program that they can then expand citywide, and across the region.

If you are interested in learning more about the program, model, and may think you might be an interested regional participant in the future, please contact Andy at the email listed above for more information.

## PUBLIC OUTREACH MEETING

Quentin and I are meeting with the Public Outreach Committee on Friday. We are going to discuss summer event planning, messaging and other items.

## MAINTENANCE

- Bench Update: Jared and Marty Martinson are working on refinishing the benches in the lobby now.

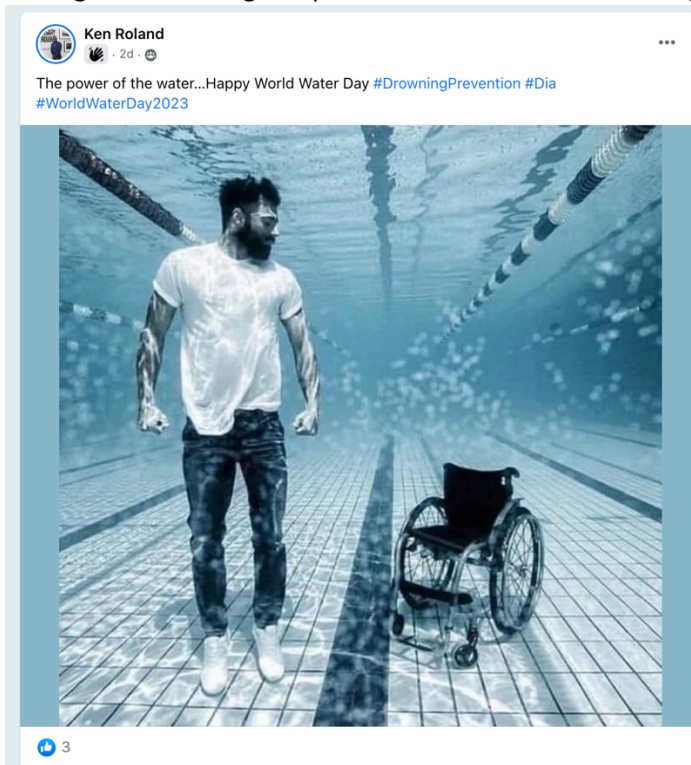
- **Boiler Bid** – The city’s project manager is working with MacMiller for a bid on the boilers. We were trying to push this out past a remodel, but it looks like we should get this done temporarily. I am trying to see if we can get boilers that could be utilized after a remodel. MacMiller was out on Thursday, March 30 looking at the unit.
- **Bubbles** – Aquatic Specialties was finally able to remove the bubbles from the pool. This was due to water getting into our system.

## RESEARCH

- Cities see hyperlocal ‘activity centers’ as key to sustainable growth, less car dependency (SmartCities/MRSC) - <https://www.smartcitiesdive.com/news/sustainable-cities-growth-hyperlocal-activity-centers-less-cars/644902/>
- Embracing regenerative design (NRPA Magazine) - <https://www.nrpa.org/parks-recreation-magazine/2023/april/embracing-regenerative-design/>
- Bring play equity into your community (NRPA Magazine) - <https://www.nrpa.org/parks-recreation-magazine/2023/april/bring-play-equity-to-your-community/>
- InService: Teaching Kids Swim, Community by Community (Recreation Management) - <https://recmanagement.com/articles/153490/in-service-teaching-kids-swim-community-community>
- Port Townsend eyes four potential sites for new pool sites (PT Leader) - <https://www.ptleader.com/stories/city-eyes-four-potential-sites-for-new-pool,112987>
- Top 5 Vancouver Pools (Vancouver Mom – CA) - <https://www.vancouvermom.ca/for-kids/where-to-swim-in-vancouver-indoor-pools/>
  - *Vancouver has some cool pools, even though it is a smaller metro than Seattle.*

## PICTURE FROM NRPA AQUATICS GROUP

I thought this was a great picture on Facebook and message of the therapeutic power of water.



**MARCH 23 MORNING SCHEDULE:** Please shower before coming to the pool on Monday, March 23, and be aware the showers will not be available after you swim, if you come between 9:30am and 1:30pm.

We will be repairing the thermostatic mixing valves that affect the temperature of the showers.

If you have any questions, please call us at (206) 824-4722.



The repair was completed on time.

#### **BOILER REPLACEMENT**

Quentin met with the City's project manager, and he is recommending that we get the pool boilers replaced. The boilers are well past their useful life. I have asked for a quote for the repair. This might be a pretty expensive project and force us to dip into our capital reserve fund. No closure timetable is known at this time.

#### **LIFEGUARD CLASS**

The lifeguard class is currently at the minimum, which is three people. Staff has seven more spots that it is working to fill. Quentin is working on other future trainings that he will discuss at the March 28 board meeting.

#### **NON-RESIDENT SWIM LESSON EMAIL & RESPONSE**

I received the following email from a non-resident. Quentin is working on a report that includes how lessons were filled since last summer on resident vs. non-resident basis. For example, one class last summer had one of five spots filled by residents.

Email:

Hello.

We live very close to the pool, but not in the municipal area of Des Moines. We would really, really love to register our children for swim classes, and we are willing to do whatever is needed in order to get in. However, falling under the sad category of non-resident, non-current, I would greatly appreciate you telling me if it's realistic. Are there some spots being reserved for the Non-Resident, Non-Current category? At this point of registration, is there still availability left?

Thank you for your help!

Response:

Thank you for your interest in our swim lessons.

I am not able to answer your question until after we have our final resident current, non-resident registration on Monday (March 27) afternoon.

I know there is a lot of demand for our lessons, and our staff is doing their best to create as many opportunities as possible. But there is just so much demand, especially from people that live in the City of Des Moines.

Des Moines residents voted to pay taxes to support the operations of all the Mount Rainier Pool, especially swim lessons. That is why they receive priority for registration.

I can understand it is frustrating to live so close to the pool, and not receive prioritized access, but we owe it to residents that pay taxes to give them access to lessons. Before we offered prioritized registration, we were getting a number of residents that could not get into their own lessons.

Sincerely,

#### **COVID-19 SIGNAGE**

I had staff start taking down all of the Covid-19 storage.

#### **WCIA**

- Cybersecurity Survey – I am completing the cybersecurity survey, which is due tomorrow.

- Worker Hours – With Linda’s help, we turned in our worker hours a couple of weeks ago, but I think I forgot to mention it in a previous report.

## RESEARCH

- BI parks contemplates dive into new pool versus a fix (BI Review)  
- <https://www.bainbridgereview.com/news/bi-parks-contemplates-dive-into-new-pool-vs-a-fix/>
- Open house draws fans of new pool facility/wellness facility in Port Townsend (Peninsula Daily News) - <https://www.peninsuladailynews.com/news/open-house-draws-fans-of-new-pool-wellness-center-facility-in-port-townsend/>
- Wild Waves seeks to fill 700 positions for summer (Kent Reporter)  
- <https://www.kentreporter.com/northwest/wild-waves-in-federal-way-seeks-to-fill-700-positions-for-summer-season/>
- Six Questions to Ask Yourself When You Are Frustrated with Your Team (HBR)  
- <https://hbr.org/2023/03/6-questions-to-ask-yourself-when-youre-frustrated-with-your-team>
- Public input sought new Roosevelt Park splash pad (GM Today)  
- [https://www.gmtoday.com/oconomowoc\\_enterprise/news/public-input-sought-for-new-roosevelt-park-splash-pad-in-conomowoc/article\\_e7b925d8-5552-5e9b-b3fa-1e9b9c448825.html](https://www.gmtoday.com/oconomowoc_enterprise/news/public-input-sought-for-new-roosevelt-park-splash-pad-in-conomowoc/article_e7b925d8-5552-5e9b-b3fa-1e9b9c448825.html)
- Impact fees: Local government do’s and don’ts (MRSC Insight Blog) - <https://mrsc.org/stay-informed/mrsc-insight/march-2023/impact-fees-local-government-dos-and-donts>

## WEEK ENDING APRIL 7:

### DISTRICT CLERK RESIGNATION

The District Clerk resigned after one day of training. I will reopen the job and try to hire someone. In the meantime, I will do my best to keep up.

- Warrants – We processed warrants on Wednesday, and I have not received any issues from King County at the time this report was sent.
- Payroll – Quentin and I are meeting on Monday to work on communicating information that needs to be processed for payroll. Payroll will be sent out April 11.
- VisionMS – Next week I will need to work on reconciliation for the end of the month, Q1 Financial Report Data and End of the Year Information for 2022. All three items are on the April 25 agenda.
  - Training – I signed up for a training in Forks on April 13. The cost of the training is a little more than one hour of contracted support.

### BOARD MEETING FOLLOW-UP ON LIFEGUARDING QUESTION

Applicants that complete their American Red Cross certification will be certified to work at Angle and other lakes. It will be up to the jurisdiction that manages each lake to train the applicant for the specific dangers of that lake’s swimming area. But to our knowledge, there is no additional certification that the lifeguard applicant needs to obtain above their American Red Cross Lifeguard certificate.

### APRIL POOL’S DAY

We put out the April Pool’s Day on Tuesday, and had over 700 people check the emails, and others check the Facebook page, Des Moines Community Group Page, Twitter and our PTSA partners. Jared is

taking lead on this event and has everything organized. We will post follow-up messaging on the rubber duck giveaway and other information. Below is a link to the event's email.

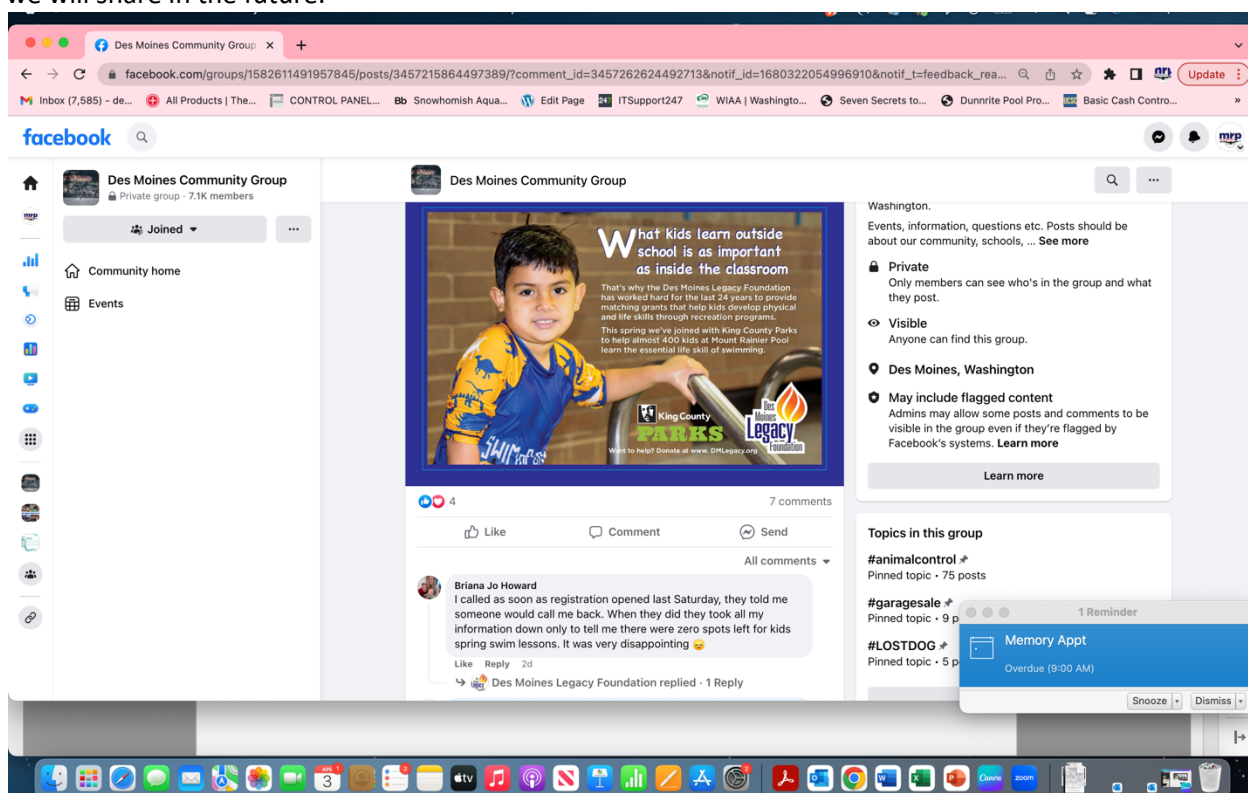
<https://createsend.com/t/d-A14538ABF05A42E12540EF23F30FEDED>

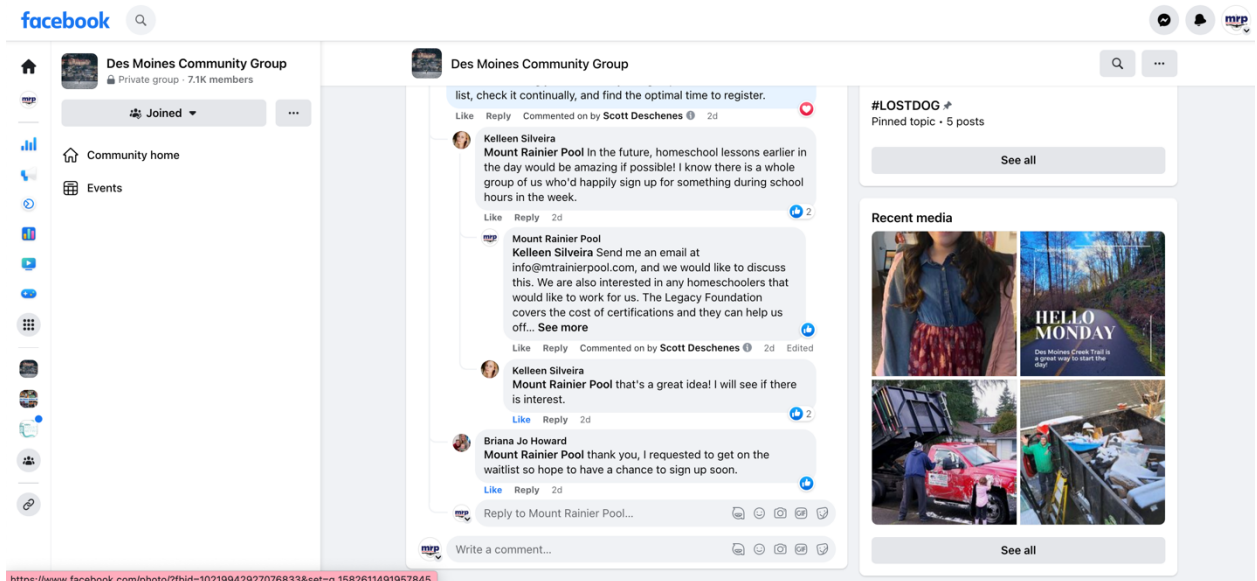
## SCHEDULE CHANGE

We are pushing announcing our spring schedule change to next week. The current schedule is effective until April 15, and the new one will take effect on April 17. The spring schedule announcement will include an update to our rental information for birthday parties that will go in to effect in May. I need time to put out the changes on the website and update the banner ad.

## SWIM LESSON UPDATE

- Waitlist Registrations – Quentin and Emmitt have increased the course offerings to 290. This is up from last session of 190, and includes 65 spots from the waiting list. Calls started over the weekend and are on-going.
- Grant/Scholarships – We went over the grant amount, and will need to make a budget adjustment to transfer scholarship monies at the April 25 meeting. As calls are being made for registrations, I will have a total at the next meeting.
- Legacy Posting/Comments – We received a comments from a post made by a parent that could not get into lessons. It is clearly stated on the website to keep in the phone que, and keep calling, but the person did not read the website. We also received a request for Homeschool Lessons. We are hoping to work with the Homeschool Association to hire daytime instructors. We would need 5-6 homeschool staff members to commit to swim lessons to teach lessons before being able to commit to offering them. This should not be a problem during the summer, as lessons are normally offered at that time, but we will need to work to make this happen next school year (depending on staffing). In the meantime, Quentin has created an interest list that we will share in the future.





## MAINTENANCE

MacMiller was out Thursday to look at the showers again. The main issue is that it takes cycling of the water to get the temperatures up. Currently, we are processing showers to increase the temperature, but this does not solve the problem 100% and wastes water. MacMiller is putting together a bid for a recirculation line for the men's shower. We hope to have it in the next couple of weeks.

## LIFEGUARD CLASS

We started with the lifeguard class with six people, as one did not show up. Two others could not complete the minimum physical skills. Emmitt said he estimated three people will pass the class, but you never know until it is over.

## PUBLIC OUTREACH

On Friday, we had a public outreach committee meeting. We discussed messaging overdemand of water space for the feasibility study, summer outreach, and potential art project inside the facility. Gene is working on a quote for rubber ducks to handout at the Farmer's Market, and we are working out a schedule for summer events including the market. Shane had the idea of covering up the panels with an overlay behind the diving boards, and Gene has an idea to work with an artist replace the stained glass windows. We will present more at a future meeting.

## SCHOLARSHIPS

I ran the first scholarship of 2023 for an adult resident pool pass \$359 through Faith Callahan. It will be on file at the offices. Healthpoint also paid for a non-resident pool pass, so there are other options for non-residents out there. I also realized that we cannot apply scholarships to sales tax, so the adult pool passes will require patrons to pay for sales tax. Sales tax is charged for passes, but not for classes (as those are tax exempt).

## RESEARCH

- Maryland bill requires schools to teach swimming and water safety (Fox 5/video)  
- <https://www.fox5dc.com/news/maryland-bill-requires-schools-to-teach-swimming-and-water-safety>





# Des Moines Pool Metropolitan Park District

March 28, 2023

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, and Achziger; District General Manager Deschenes and Aquatics Manager, Quentin Knox. Commissioner Stender was traveling for business and unable to attend the meeting.

**PLEDGE OF ALLEGIANCE** – Commissioner Dusenbury led the flag salute.

**ADOPTION/MODIFICATIONS OF AGENDA** – The District GM announced an updated agenda was emailed to the board and reposted on Friday, March 24 that included updated information on Item 8a District Clerk Update, and Item 9c 2023 Budget Amendments. The agenda was approved unanimously as presented.

**ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS** – The District GM reminded the board that there Public Disclosure Commission F-1 forms are due by April 17, 2023.

**PUBLIC COMMENT** - None

### CONSENT AGENDA

Commissioner Achziger moved to approve the Consent Agenda including the vouchers and electronic transfer requests processed in February totaling \$94,756.23. Commissioner Dusenbury 2<sup>nd</sup>. The motion passed 4-0.

### Executive Session Business

#### 7a. Executive Session

The District GM notified the board there would be no executive session on the Mount Rainier Pool lease.

### OLD BUSINESS

#### 8a. District Clerk Update

The District GM gave an update that he had worked with Volt Management Services to secure an applicant for the District Clerk position for \$34/hour (mid-point of salary scale), and that there would be a management fee to volt for an additional \$21.08/hour that would include their benefits and applicable taxes. The District GM suggested using this process as it helped hire the previous District Clerk that lasted over five years. The agreement which was signed in 2017 is on file, and a copy of the language that was discussed is included in the agenda packet. No action was taken

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

**22722 19<sup>th</sup> Avenue South, Des Moines, WA 98198 (Mailing Address)**

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

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

**Des Moines Pool Metropolitan Park District  
Meeting Minutes – 3/28/2023**

on this, as the action is included in item 9c 2023 Budget Amendments. President Young was concerned with the management rate.

**8b. Aquatic Feasibility Study Update**

The District GM shared the completed land survey with the Board and stated the architect's next step was meeting with the City of Des Moines to see what was possible on the site. An updated project timeline was presented with the study potentially being completed in September 2023. President Young directed the District GM to place this item on the April 25 agenda. The land survey and project timeline are both included in the March 28 agenda packet.

**NEW BUSINESS**

**9a. End-of-Year Financial Report Letter**

The District GM shared a copy of the District GM's budget message that will be included in the Annual Financial Report. He stated that he will send it out on March 29, and requested all edits be returned by April 11. The edited letter will be placed on the April 25 agenda as part of the full 2022 Financial Report.

**9b. June Closure**

The Aquatics Manager, Quentin Knox, presented the proposed closure to be completed between June 17 and July 5 for training, cleaning and maintenance projects. A copy of the report is part of the March 28 agenda packet.

**9c. 2023 Budget Amendment**

The District GM shared a presentation and Resolution 2023-04 Amendments to Fiscal Year 2023 Operating Budget that detailed amendments to BARS line items for the district office extension, district clerk transition and covering trainings for local pools and bodies of water. The budget amendment would add \$40,996 to the budget for an overall budget of \$1,975,366. He also mentioned there was a surplus of \$333,000 from Covid-19 in 2021. Commissioner Dusenbury commented that he thought it was a goodwill gesture for Normandy Park for their support of the pool. Commissioner Achziger suggested potentially adding open water/lakefront elements to our trainings and approaching the City of SeaTac. The District GM responded that he would speak with the Aquatics Manager and put information in a weekly report with the results. Commissioner Achziger moved to approve Resolutions 2023-04 Amendments to Fiscal Year 2023 Operating Budget. Commissioner Dusenbury 2<sup>nd</sup>. The motion passed 4-0.

**GOOD OF THE ORDER**

No items were discussed.

**ADJOURNMENT**

With no further business the meeting was adjourned at 7:43pm.

**UPCOMING MEETINGS**

- April 25, 2023, Regular Board Meeting, 7:00pm, Location: Hybrid (DMPMPD Offices and Online)
- May 23, 2023, Regular Board Meeting, 7:00pm, Location: Hybrid (DMPMPD Offices and Online)

Respectfully submitted by Scott Deschenes, District General Manager.

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The Des Moines Pool Metropolitan Park District is holding hybrid meetings remotely and at the MRHS Library until further notice. The public may join meetings through the Zoom app. Logon information is published in each Meeting Agenda. Contact Scott Deschenes, District GM at [scott.deschenes@desmoinespool.org](mailto:scott.deschenes@desmoinespool.org) if you have questions.

**Des Moines Pool Metropolitan Park District  
Meeting Minutes – 3/28/2023**

Des Moines Pool Metropolitan Park District Board of Commissioners

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Commissioner Young

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Commissioner Dusenbury

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Commissioner Campbell

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Commissioner Stender

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Commissioner Achziger

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Lauryne Thurmond, District Clerk

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

**22722 19<sup>th</sup> Avenue South, Des Moines, WA 98198 (Mailing Address)**

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# Special District Voucher Approval Document

KC v2.0

Req#57118171

Scheduled Payment Date: 03/09/2023

Total Amount: \$3,948.70

Control Total: 8

Payment Method: WARRANT

District Name: Des Moines Pool Metropolitan Park District

File Name: AP\_DMPOLPRK\_APSUPINV\_20230303142057.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:

3/3/2023

Authorized District Signature

Date

Authorized District Signature

Date

Authorized District Signature

Date

DocuSigned by:

3/4/2023

5E8D8A9889F2474

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

### KING COUNTY FINANCE USE ONLY:

Batch Processed By: \_\_\_\_\_

Date Processed: \_\_\_\_\_



## Special District Voucher Approval Document

KC v2.0

District Name: Des Moines Pool Metropolitan Park District

File Name: AP\_DMPOLPRK\_APSUPINV\_20230303142057.csv

Payee (Vendor Name)	Vendor No.	Vendor Site	Invoice No.	Invoice Date	Inv. Amount	Description
ABS			18447	01/01/2023	\$90.00	DISTRICT JANITORIAL - JAN 2023 (LOST CHECK)
AWC - VIMLY BENEFIT SOLUTIONS, INC			41382_032023	02/18/2023	\$755.98	EMP BENEFITS - KNOX
CENTRAL WELDING SUPPLY			RN02232522	02/28/2023	\$80.92	BEVCARB LIQ 750LB
COLIBRI NORTHWEST, LLC			193DM/	02/21/2023	\$910.20	OLD INVOICES UNPAID_PD FROM STATEMENT
DATAQUEST, LLC			20577	02/28/2023	\$58.00	BACKGROUND CHECKS_MRP
HIGHLINE WATER DISTRICT			20230223HWD	02/24/2023	\$647.18	WATER UTILITY 1/23 TO 2/23/2023
LINDA RAY			202303-1	03/02/2023	\$662.70	CONSULTING SERVICES - JAN 2023
MIDWAY SEWER DISTRICT			20230225MSD	02/25/2023	\$743.72	SEWER UTILITY 12/25/2022 TO 2/25/2023



## Special District Voucher Approval Document

KC v2.0

Scheduled Payment Date: 03/15/2023

Total Amount: \$5,951.08

Control Total: 5

Payment Method: WARRANT

District Name: Des Moines Pool Metropolitan Park District

File Name: AP\_DMPOLPRK\_APSUPINV\_20230308134428.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:

3/8/2023

Authorized District Signature

Date

Authorized District Signature

Date

Authorized District Signature

Date

DocuSigned by:

3/10/2023

5E8DDA9899F2474

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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Date Processed: \_\_\_\_\_



## Special District Voucher Approval Document

KC v2.0

**District Name:** Des Moines Pool Metropolitan Park District**File Name:** AP\_DMPOLPRK\_APSUPINV\_20230308134428.csv

Payee (Vendor Name)	Vendor No.	Vendor Site	Invoice No.	Invoice Date	Inv. Amount	Description
ABS			18613	03/01/2023	\$90.00	DISTRICT JANITORIAL - MAR 2023
COPIERS NORTHWEST			2615635	03/07/2023	\$67.25	COPIERS LEASE 2/6 TO 3/6/2023
GABRIELLE HAMMOCK			20230308GH116	03/08/2023	\$78.76	PAYROLL PE 2/25/2023
GRAINGER			9614971183	02/20/2023	\$265.12	JANITORIAL SUPPLIES_MRP
NORTHWEST LANDSCAPING SERVICES			CD5084302	03/28/2023	\$5,449.95	WO 141836 - PRESSURE WASH



# Special District Voucher Approval Document

KC v2.0

Scheduled Payment Date: 03/21/2023

Total Amount: \$11,722.10

Control Total: 8

Payment Method: WARRANT

District Name: Des Moines Pool Metropolitan Park District

File Name: AP\_DMPOLPRK\_APSUPINV\_20230315194342.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:

3/15/2023

Authorized District Signature

Date

Authorized District Signature

Date

Authorized District Signature

Date

DocuSigned by:

3/16/2023

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

## KING COUNTY FINANCE USE ONLY:

Batch Processed By: \_\_\_\_\_

Date Processed: \_\_\_\_\_



## Special District Voucher Approval Document

KC v2.0

District Name: Des Moines Pool Metropolitan Park District

File Name: AP\_DMPOLPRK\_APSUPINV\_20230315194342.csv

Payee (Vendor Name)	Vendor No.	Vendor Site	Invoice No.	Invoice Date	Inv. Amount	Description
AQUATIC SPECIALTY SERVICES			23620	03/13/2023	\$475.00	AFO CLASS ON 5/8 & 5/9/223
CANON FINANCIAL SERVICES, INC.			30149323	03/12/2023	\$62.88	COPIER CONTRACT CHG - MAR 2023
CMIT SOLUTIONS EASTSIDE			11481	02/28/2023	\$228.68	IT SUPPORT/ELEVATE PHONES - JAN & FEB 2023
COMCAST			20230308CB_DMP	03/08/2023	\$111.31	INTERNET_DMP - 3/18 TO 4/17/2023
MOUNTAIN MIST			20230228MtM	02/28/2023	\$176.39	WATER DELIVERY
PUGET SOUND ENERGY			20230310PSE	03/10/2023	\$9,852.61	ELECTRIC/GAS UTILITY - 2/18 - 3/17/2023
RECOLOGY			4241025	02/28/2023	\$97.73	GARBAGE/RECYCLE - FEB 2023
ZEN 22015, LLC			20230401ZEN	03/16/2023	\$717.50	DISTRICT RENT - APR 2023



## Special District Voucher Approval Document

KC v2.0

Scheduled Payment Date: 03/30/2023

Total Amount: \$11,119.33

Control Total: 10

Payment Method: WARRANT

District Name: Des Moines Pool Metropolitan Park District

File Name: AP\_DMPOLPRK\_APSUPINV\_20230323135828.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:

3/23/2023

Authorized District Signature

Date

Authorized District Signature

Date

Authorized District Signature

Date

DocuSigned by:

3/23/2023

5E8DDA9899F2474

Authorized District Signature

Date

Authorized District Signature

Date

Authorized District Signature

Date

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King County Accounts Payable  
Attn: Special Districts  
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Seattle, WA 98104

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

### KING COUNTY FINANCE USE ONLY:

Batch Processed By: \_\_\_\_\_

Date Processed: \_\_\_\_\_



## Special District Voucher Approval Document

KC v2.0

District Name: Des Moines Pool Metropolitan Park District

File Name: AP\_DMPOLPRK\_APSUPINV\_20230323135828.csv

Payee (Vendor Name)	Vendor No.	Vendor Site	Invoice No.	Invoice Date	Inv. Amount	Description
AQUATIC SPECIALTY SERVICES			1126-2	03/01/2023	\$789.42	MONTHLY SERVICE - FEB 2023
AQUATIC SPECIALTY SERVICES			1242-1	01/12/2023	\$637.74	DRY ACID BRIQUETTES
AQUATIC SPECIALTY SERVICES			1243-1	01/13/2023	\$56.90	REPAIR W100
AQUATIC SPECIALTY SERVICES			2329-1	02/21/2023	\$35.24	STAINLESS STEEL SCREWS
AQUATIC SPECIALTY SERVICES			23620	03/13/2023	\$475.00	AFO CLASS 5/8-5/9, MOSES LK
DEPARTMENT OF L&I			360096	03/15/2023	\$149.50	INSPECTION/GREGORY WAGGONER
DEPARTMENT OF RETIREMENT SYSTEMS			DRS2_022023	03/23/2023	\$991.03	DOR - KNOX, WOLD, DESCHENES
JOE DUSENBURY			20230223JD08	03/23/2023	\$117.36	COMMISSIONER SUBSIDY - FEB 2023
SHANE STENDER			20230223SS77	03/23/2023	\$117.38	COMMISSIONER SUBSIDY - FEB 2023
US BANK			20230310USB	03/10/2023	\$7,749.76	BKCARD STMT 2/09 - 3/10/2023

## ELECTRONIC PAYMENT REQUEST FORM



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

Payment Settlement Date 03/14/2023

**PAYMENT INFORMATION**

☐ ACH Credit Pay Code (BENXX, GENXX, PAYXX) \_\_\_\_\_
 ☐ ACH Debt Pay Code (COLXX) \_\_\_\_\_
 ☒ Automatic Withdrawal  
☐ Book Transfer (Last 4 digits of the account) From \_\_\_\_\_ To \_\_\_\_\_
 ☐ Wire Repetitive Wire Code \_\_\_\_\_

Line	Explanation/Description	Fund (9 digits)	Project (7 digits)	Cost Center (6 digits)	Account (5 digits)	Bars (7 digits)	Future (5 digits)	Amount
1	Heartland PE 03-09-2023	170950010			24219			24,968.34
2								
3								
4								
5								
6								
7								
8								
9								
10								
<b>Total</b>								\$ 24,968.34

**PAYEE INFORMATION**

Company \_\_\_\_\_ Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**BANK INFORMATION FOR WIRE PAYMENTS**

Bank Name \_\_\_\_\_ Name on Bank Account \_\_\_\_\_  
 Bank Routing # \_\_\_\_\_ Bank Account # \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Reference \_\_\_\_\_

**CONTACT INFORMATION** Typed or Printed


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

**AUTHORIZATION** Certification for Payment (By Authorized Signer) RCW 42.24.080

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

Signature Joe Dusenberry Title Clerk of the Board Date 3/10/2023  
 Print Name Joe Dusenberry Phone # (206) 429-3852 Email mypeggysue@me.com

## ELECTRONIC PAYMENT REQUEST FORM

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

Payment Settlement Date 03/30/2023**PAYMENT INFORMATION**

☐ ACH Credit Pay Code (BENXX, GENXX, PAYXX) \_\_\_\_\_ ☐ ACH Debt Pay Code (COLXX) \_\_\_\_\_ ☒ Automatic Withdrawal  
☐ Book Transfer (Last 4 digits of the account) From \_\_\_\_\_ To \_\_\_\_\_ ☐ Wire Repetitive Wire Code \_\_\_\_\_

Line	Explanation/Description	Fund (9 digits)	Project (7 digits)	Cost Center (6 digits)	Account (5 digits)	Bars (7 digits)	Future (5 digits)	Amount
1	Heartland PE 03-25-2023	170950010			24219			24,727.47
2								
3								
4								
5								
6								
7								
8								
9								
10								
<b>Total</b>								\$ 24,727.47

**PAYEE INFORMATION**

Company \_\_\_\_\_ Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**BANK INFORMATION FOR WIRE PAYMENTS**

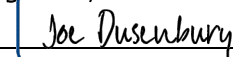
Bank Name \_\_\_\_\_ Name on Bank Account \_\_\_\_\_  
 Bank Routing # \_\_\_\_\_ Bank Account # \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Reference \_\_\_\_\_

**CONTACT INFORMATION** Typed or Printed

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

**AUTHORIZATION** Certification for Payment (By Authorized Signer) RCW 42.24.080

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

Signature  Title Clerk of the Board Date 3/23/2023  
 Print Name Joe Duesenberry Phone # (206) 429-3852 Email mypeggysue@me.com

## Des Moines Pool Métropolitain Park District

### AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 7a Assigned to: Legal

Meeting Date: 4/25/2023

Under: Executive Session Business

Attachment: None

Subject: Potential Litigation

#### Background/Summary:

The district will go into Executive Session to discuss potential litigation. This item was requested by Commissioner Achziger, and the board will discuss his request.

*To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency's litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.*

Per RCW 42.30.110(1)(i), legal counsel will be present for the discussion, and any direction by the board will be taken during the open meeting.

Fiscal Impact: N/A

**Chair Announcement:** Executive Session: We will now go into executive session pursuant to RCW 42.30.110(1)(i) to meet with legal counsel to discuss to potential litigation.

- The executive session will be for \_\_\_\_\_ minutes until \_\_\_\_:\_\_\_\_.
- Any direction made by the board will be in open session and noted in the minutes.

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

**Two Touch Rule:** \_\_\_\_\_ N/A \_\_\_\_\_ Committee Review  
\_\_\_\_\_ 4/25/23 \_\_\_\_\_ First Board Meeting (Informational)  
\_\_\_\_\_ To be determined \_\_\_\_\_ Second Board Meeting (Action)

**Action Taken:** Adopted \_\_\_\_\_ Rejected \_\_\_\_\_ Postponed \_\_\_\_\_

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

#### Notes:

- No attachments.

## Des Moines Pool Métropolitain Park District

### AGENDA ITEMS SUMMARY SHEET

**Agenda Item #:** 8a      **Assigned to:** Aquatics Manager      **Meeting Date:** 02/28/23

**Under:** Old Business      **Attachment:** Yes

**Subject:** Aquatics Manager Report – Quarter 1 (January-March 2023)

**Background/Summary:**

The Aquatics Manager will be making this First Quarter (Q1) Report. This report will contain a physical report from January-March (Q1), a PowerPoint summary, update on ongoing and future programming, Q&A with the board and a short summary on their visit to the WRPA Aquatics Conference. He will also discuss upcoming Summer 2023 (June-August) programming.

**Fiscal Impact:** N/A

**Proposed Motion:** No motion. Informational only.

Reviewed by District Legal Counsel:    **Yes** ADD    **No** \_\_\_\_\_    **Date:** ADD

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

**Action Taken:**    **Adopted** \_\_\_\_\_    **Rejected** \_\_\_\_\_    **Postponed** \_\_\_\_\_

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

**Notes:**

- Aquatics Manager Q1 Physical Report

## AQUATICS MANAGER'S QUARTERLY REPORT – WINTER 2022

### OVERALL VISITATION REPORT (QUARTER 4 MONTHLY REPORT 2022)

January	February	March
5536	3492	3036

### DAILY AND MONTHLY BREAKDOWN

In the future, we plan to break water exercise out on admissions and reports.

January	Deck	Spec	WX	SMAC	HS	Meet	Walk	Family	Lap	Open	Lesson	Daily Total
1	2	1	45	7	0	0	7	5	25	0	0	92
2	0	0	0	0	0	0	0	0	0	0	0	0
3	25	2	6	32	62	0	0	7	16	0	0	150
4	69	9	37	57	70	0	1	8	22	0	0	273
5	68	25	4	14	38	0	2	2	17	0	0	170
6	9	10	51	44	32	0	0	11	23	0	0	180
7	18	21	0	46	0	0	0	10	13	20	0	128
8	0	0	0	0	0	0	0	0	0	0	0	0
9	35	16	48	72	29	0	8	6	17	0	0	231
10	126	126	14	27	0	47	10	0	18	0	0	368
11	15	18	40	70	34	0	2	21	28	0	0	228
12	12	10	2	34	0	0	6	9	15	0	0	88
13	23	2	44	33	25	0	6	20	18	0	0	171
14	7	1	0	0	0	0	0	14	16	6	0	44
15	0	0	0	0	0	0	0	0	0	0	0	0
16	12	9	28	40	21	0	8	0	22	0	0	140
17	143	99	18	13	0	102	3	0	26	0	0	404
18	12	25	42	35	130	0	9	0	17	0	0	270
19	89	78	22	38	1	18	6	0	19	0	0	271
20	26	15	40	50	0	0	6	10	31	0	0	178
21	111	136	0	61	0	0	0	21	7	115	59	510
22	0	0	0	0	0	0	0	0	0	0	0	0
23	23	14	0	39	24	0	0	0	0	0	13	113
24	29	16	26	35	38	0	15	1	41	0	0	201
25	23	55	42	77	0	0	6	0	26	0	17	246
26	48	4	10	27	10	0	6	4	26	0	0	135
27	84	116	44	8	89	0	7	12	23	0	0	383
28	21	23	0	0	0	0	0	22	9	22	27	124
29	0	0	0	0	0	0	0	0	0	0	0	0
30	55	37	34	62	45	0	6	0	18	0	26	283
31	14	5	40	47	16	0	8	3	22	0	0	155
Totals	1099	873	637	968	664	167	122	186	515	163	142	5536

February	Deck	Spec	WX	SMAC	HS	Meet	Walk	Family	Lap	Open	Lesson	Daily Total
1	23	11	44	44	39	0	4	0	23	0	28	216
2	18	0	14	12	38	0	10	9	32	0	0	133
3	27	14	44	12	28	0	6	15	37	0	0	183
4	21	32	0	40	0	0	0	32	17	7	22	171
5	37	106	0	59	0	0	0	0	0	0	0	202
6	50	0	27	0	24	0	8	0	16	0	0	125
7	19	8	32	41	14	0	9	2	34	0	0	159
8	58	25	34	58	11	0	5	0	27	0	36	254
9	6	0	0	0	8	0	7	0	17	0	0	38
10	15	8	45	50	9	0	5	16	20	0	0	168
11	34	73	0	25	0	0	0	76	25	28	56	317
12	0	0	0	0	0	0	0	0	0	0	0	0
13	17	16	55	25	22	0	0	0	19	0	8	162
14	13	5	10	34	26	0	7	7	24	0	0	126
15	17	28	31	62	10	0	7	0	17	0	18	190
16	7	2	29	40	0	0	11	0	31	0	0	120
17	19	7	0	19	0	0	0	7	0	0	0	52
18	7	3	0	21	0	0	0	39	17	12	0	99
19	0	0	0	0	0	0		0	0	0	0	0
20	5	5	47	37	0	0	2	2	23	0	0	121
21	10	0	10	17	0	0	11	2	29	0	0	79
22	8	8	37	64	0	0	5	2	15	0	0	139
23	10	3	13	31	0	0	11	6	28	0	0	102
24	3	9	40	36	0	0	3	0	24	0	0	115
25	7	20	0	0	0	0	0	0	0	8	46	81
26	0	0	0	0	0	0	0	0	0	0	0	0
27	2	1	0	48	0	0	0	0	7	0	0	58
28	9	6	0	25	0	0	11	9	22	0	0	82
Totals	442	390	512	800	229	0	122	224	504	55	214	3492

March	Deck	Spec	WX	SMAC	HS	Meet	Walk	Family	Lap	Open	Lesson	Daily Total
1	14	19	38	36	0	0	2	0	22	0	20	151
2	4	0	9	26	0	0	2	3	12	8	0	64
3	3	7	40	39	0	0	0	35	16	0	0	140
4	26	55	0	105	0	0	0	0	0	50	45	281
5	0	0	0	0	0	0	0	0	0	0	0	0
6	8	34	22	16	0	0	1	0	13	0	32	126
7	2	1	9	15	0	0	7	0	21	0	0	55

8	12	6	39	24	0	0	3	0	20	0	4	108
9	4	1	8	31	0	0	10	0	32	0	0	86
10	8	1	44	44	0	0	2	11	30	0	0	140
11	26	35	0	0	33	0	0	23	21	15	22	175
12	0	0	0	0	0	0	0	0	0	0	0	0
13	14	21	43	11	0	0	0	0	17	0	16	122
14	4	6	0	20	0	0	12	0	26	0	0	68
15	6	20	34	24	0	0	2	0	23	0	14	123
16	5	6	7	22	0	0	9	7	28	0	0	84
17	4	2	40	28	0	0	3	10	25	0	0	112
18	4	39	0	16	0	0	0	7	17	19	22	124
19	0	0	0	0	0	0	0	0	0	0	0	0
20	39	26	34	76	0	0	3	0	26	0	19	223
21	24	7	27	29	0	0	6	0	9	0	0	102
22	0	0	25	0	0	0	2	0	26	0	0	53
23	4	7	14	33	0	0	14	4	19	0	0	95
24	8	8	39	44	0	0	2	4	24	0	0	129
25	0	0	0	0	0	0	0	0	0	0	0	0
26	0	0	0	0	0	0	0	0	0	0	0	0
27	1	6	17	10	0	0	0	0	5	0	0	39
28	5	8	8	35	0	0	9	5	19	0	0	89
29	2	10	36	66	0	0	1	0	31	0	0	146
30	5	5	8	44	0	0	11	8	16	0	0	97
31	6	1	36	18	0	0	0	17	26	0	0	104
Totals	238	331	577	812	33	0	101	134	524	92	194	3036

## SWIM LESSON PARTICIPATION

This report is for January 21st – March 18th, 2023. At this time, we offered Monday Afternoon (5:00pm-7:00pm), Wednesday Afternoons (5:00pm-7:00pm) and Saturday Mornings (8-11:15am):

### Saturday's, January 21st - March 18th, 2023

GROUP  LESSONS	Instructors Available During This Time*	# of Group Classes Offered*	Total Served (Max 5 Per Class*)	Waitlist Participants	% of Capacity  (No Privates)*
Parent/Child	1	1	8/9	4	90%

8:00am	3	3	15/15	10	100%
8:40am	3	3	14/15	4	93%
9:20am	3	3	14/15	0	93%
10:00am	3	3	13/15	5	87%
10:40am	2	2	8/9	1	90%
<b>Totals</b>	<b>3 (avg)</b>	<b>15</b>	<b>74/78</b>	<b>24</b>	<b>92.60%</b>

**Monday's, January 23rd -  
March 20th, 2023**

GROUP LESSONS	Instructors Available During This Time*	# of Group Classes Offered*	Total Served (Max 5 Per Class*)	Waitlist Participants	% of Capacity  (No Privates)*
Parent/Child	1	1	9 of 10	1	90%
5:00pm	2	2	15/15	4	100%
5:30pm	3	3	15/15	0	100%
6:00pm	3	3	15/15	4	100%
6:30pm	3	3	15/15	4	100%
<b>Totals</b>	<b>3 (avg)</b>	<b>12</b>	<b>69/70</b>	<b>13</b>	<b>98.00%</b>

**Wednesday's, January 25th –  
March 22nd, 2023**

GROUP LESSONS	Instructors Available During This Time*	# of Group Classes Offered*	Total Served (Max 5 Per Class*)	Waitlist Participants	% of Capacity  (No Privates)*
Parent/Child	1	1	10 of 10	0	100%
5:00pm	1	1	15/15	3	100%
5:30pm	2	2	15/15	3	100%
6:00pm	2	2	15/15	0	100%
6:30pm	2	2	15/15	6	100%
<b>Totals</b>	<b>2 (avg)</b>	<b>8</b>	<b>70/70</b>	<b>12</b>	<b>100.00%</b>

## **SWIM LESSON ATTENDANCE**

### **SATURDAY (Overall average: 74.68%)**

#### **8:00am**

Pre-School 1: 65%

#### **8:40am**

Pre-School 1: 95%

Learn-to-Swim 3: 80%

#### **9:20am**

Learn-to-Swim 1: 72.5%

Learn-to-Swim 4: 80%

#### **10:00am**

Pre-School 3: 80%

Learn-to-Swim 5: 60%

#### **10:40am**

Parent & Child: 71.25%

Learn-to-Swim 1: 70%

### **Monday (Overall average: 82.07%)**

#### **5:00pm**

Pre-School 1: 87.5%

Learn-to-Swim 1: 87.5%

Parent & Child 1/2: 71.25%

#### **5:30pm**

Pre-School 2: 60%

Pre-School 3: 90.63%

Learn-to-Swim2: 85.42%

#### **6:00pm**

Learn-to-Swim 1: 90%

Learn-to-Swim 3: 97.5%

Learn-to-Swim 4: 92.5%

#### **6:30pm**

Pre-School 1: 72.5%

Learn-to-Swim 2: 57.5%

Learn-to-Swim 5: 92.5%

### **Wednesday (Overall average 82.19%)**

#### **5:00pm**

Parent & Child: 82.5%

Pre-School 1: 87.5%

#### **5:30pm**

Pre-School 2: 87.5%

Learn-to-Swim 1: 92.5%

#### **6:00pm**

Learn-to-Swim 2: 75%

Learn-to-Swim 4: 85%

#### **6:30pm**

Learn-to-Swim 1: 87.5%

Learn-to-Swim 3: 60%

## Average Swim Lesson Attendance (Sat, Mon, and Wed): 79.64%

**SPECIAL EVENTS-** April Pool's Day (4/15)

**PROMOTIONAL DAYS:** \$1 open swim and wibit swim (monthly)

### Overview of Pool Operations:

#### Staffing:

- Blended learning lifeguard classes completed in February 2023.

#### Programming Notes:

- **General:** We have seen consistency with staying open and general growth in our numbers since restrictions have been lifted. We have been planning and preparing for programming for Fall and early next year. We have hired 4 lifeguards since our Fall session has started.
  - **Swim Lessons:** Weekday and weekend lessons went from January – March 2023.
  - **Scholarship Information:** reviewing scholarship program for April 2023.
  - **Private Party Rentals:** Reinstate on the 2<sup>nd</sup> Saturday of May (5/13) and June (6/10) from 1-2pm. Also, lobby can be rented from 2:15pm – 3:15pm.
  - **PTSA Swims:** List of PTSAs scheduled:
    - Parkside – May 20<sup>th</sup>, 2023
  - **Alaska Airlines training dates/times**
    - May 8<sup>th</sup> & 10<sup>th</sup> (1:00pm-3:00pm)
    - June 5<sup>th</sup> & 7<sup>th</sup> (1:00pm-3:00pm)
    - July 10<sup>th</sup> & 12<sup>th</sup> (1:00pm-3:00pm)
    - August 7<sup>th</sup> and 9<sup>th</sup> (1:00pm-3:00pm)
    - September 11 & 13<sup>th</sup> (1:00pm-3:00pm)
    - October 9<sup>th</sup> & 11<sup>th</sup> (1:00pm-3:00pm)
    - November 6<sup>th</sup> & 8<sup>th</sup> (1:00pm-3:00pm)
  - **RETT (Debbie Aquatics Therapy)** from 9:15am -1:00pm Tuesdays and Thursdays.
  - **Maintenance**
    1. Aquatic Specialty Services- Monthly service (ongoing), continued bi-weekly backwashing and weekly strainer basket cleaning.
    2. Closed day after Christmas due low water pressure.
  - **Repairs/ Installs:**
    - February 17<sup>th</sup> closure (working on filter pump, moss removal, cleared out shrubs on the side of the building)
    - June (possible strainer replacement and heating coil replacement)
  - **Marketing Update**
  - **Spring Update**
- Spring Schedule:** Schedule will be sent out April 14<sup>th</sup>, 2023, and will take effect on Monday, April 16<sup>th</sup>. We are awaiting confirmation, but will include:
- No High School Swim Teams
  - Evening, T/Th Lap Swim, 6:00-7:00pm
  - Shorter Saturday Open Swim Hours – 1:00-2:00pm (accommodate rentals, PTSA events and in-services)
  - SMAC – Earlier start time (4:30pm)
  - Earlier Weekday Swim Lessons (start at 4:30pm)

**Rentals:** Below are changes coming to rentals.

- First Saturday Birthday Parties- Coming in April, 2:30-3:30pm
- Maritime HS Robotics Club – Select Thursday's, 3:00pm-5:00pm
- Scuba – Add info.

**Swim Lessons:** Next session, April – June (see below)...

- Registration Dates and Times:

	Resident	Non-Resident
<b>Current</b>	(1) <u>Current, Resident Registration:</u> Saturday – 3/18, 8:30-11:15am Monday – 3/20, 5-7pm Wednesday – 3/22, 5-7pm	(3) <u>Current, Non-Resident Registration:</u> Monday – 3/27, 5-7pm <i>Open for all three class options (Saturday, Monday &amp; Wednesday).</i>
<b>Non-Current</b>	(2) <u>Non-Current, Resident Registration:</u> Saturday – 3/25, 8:30-11:15am	(4) <u>New, Non-Resident Registration:</u> Monday – 3/27, 7-8pm <i>Open for all three class options (Saturday, Monday &amp; Wednesday).</i>

- Current, Residents that want to sign up for lessons on other days must wait until non-current, resident registration.
- Only sign up for one day, no multiple registrations
- Current session has 189/190 spots filled

- Class Dates and Times:

Class Option	Times	Dates
Monday	4:30-7pm	April 17-June 12 (No class 5/29 – Memorial Day)
Wednesday	4:30-7pm	April 19-June 14 (No class 5/31 – Memorial Day Week)
Saturday	8:30-11:15am	April 22-June 17 (No class 5/27 – Memorial Weekend)

- Class Fees:
  - Parent & Child (ages 0-4): Free (covered by grant)
  - Pre & Levels (ages 4-14): Free (covered by grant)
  - Adult (15+): Regular fees (can apply for new scholarship program)
- Other:
  - Many staff participating in track and field will affect Saturday instructor availability
  - New refund policy will be in effect for these lessons

**June Closure:** After lessons, we will be closing for summer maintenance, cleaning and trainings.

**Marketing Objectives to enhance our Mission:**

- Promote swimming as a lifelong and lifesaving skill, along with the importance of knowledge of how to be safe in, on and around the water through programming.
- Increasing opportunities for all community members to utilize Mt. Rainier Pool, regardless of age, swimming skill, and economic status.
- Creating and promoting programming that will enable public to use Mt. Rainier Pool from a young child through adulthood.
- Ensuring opportunities for teens/ young adults as a safe place to socialize and better their skills and knowledge of the water.
- Creating partnerships with other agencies in our community to offer opportunities for better access to our facility.

## Des Moines Pool Métropolitain Park District

### AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 8b Assigned to: District GM

Meeting Date: 4/25/23

Under: Old Business

Attachment: Yes

Subject: District Clerk Update

#### Background/Summary:

The District GM will give an update on the recruitment, onboarding and process improvement for the District Clerk and administration processes.

#### Fiscal Impact:

Proposed Motion: No motion necessary. Informational only. Motion in

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

#### Two Touch Rule:

N/A Committee Review  
Various First Board Meeting (Informational)  
To Be Determined Second Board Meeting

Action Taken: Adopted \_\_\_\_\_ Rejected \_\_\_\_\_ Postponed \_\_\_\_\_

Follow-up Needed: Yes \_\_\_\_\_ No \_\_\_\_\_ Report back date: \_\_\_\_\_

#### Notes:

- PPT One Page Summary

# District Clerk Update

- Hired Temp – Starts April 27
- Trainings –
  - Attended VisionMS – Getting one-on-one, manuals, etc.
  - King County Financials
  - Heartland HR
- Bookkeeper/Accountant (Back End) –
  - Recommended at training
  - Reaching out in May
- Working on onboarding and getting caught up

## Des Moines Pool Métropolitain Park District

### AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 8c Assigned to: District GM

Meeting Date: 04/25/23

Under: Old Business

Attachment: Yes

**Subject:** Aquatic Feasibility Study Update

**Background/Summary:**

The District will give an update on the Aquatic Feasibility Study including information for the May 2023 meeting.

**Fiscal Impact:** Up to \$137,000 minus \$100,000 grant.

**Proposed Motion:** No motion. Informational only.

Reviewed by District Legal Counsel: Yes \_\_\_\_\_ No X Date: \_\_\_\_\_

**Two Touch Rule:** \_\_\_\_\_ N/A \_\_\_\_\_ Committee Review  
\_\_\_\_\_ N/A \_\_\_\_\_ First Board Meeting (Informational)  
\_\_\_\_\_ N/A \_\_\_\_\_ Second Board Meeting (Action)

**Action Taken:** Adopted \_\_\_\_\_ Rejected \_\_\_\_\_ Postponed \_\_\_\_\_

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

**Notes:**

- PPT (One Page) Update.

# Aquatic Feasibility Study Update

- Roof Report –
  - After preliminary, part of additional work, under \$5k
  - Patch versus replacement
  - Defect work in 2022
- HSD Discussions –
  - Reaching out for meeting for more information on stormwater questions
  - Before going to city
- 65% Complete Report –
  - Working on 65% completion report coming in May

## Des Moines Pool Metropolitan Park District

### AGENDA ITEMS SUMMARY SHEET

**Agenda Item #:** 9a      **Assigned to:** District GM      **Meeting Date:** April 25, 2023

**Under:** New Business      **Attachment:** Yes

**Subject:** 2022 Annual Financial Report

**Background/Summary:** The annual financial report is to update the board on the financial status of the District and to give a brief analysis of the 2022 financial conditions. Attached is the report including the letter that went out to edit.

This report is due 150 days after the end of 2022 (May 29, 2023). This document is not final but is a work in progress. The attached report is the public report to be placed on the public to view. We are working to get the annual report put out to the State Auditor's Office.

A final update will be made at the May 23, 2023, regular board meeting.

**Fiscal Impact:** N/A

**Proposed Motion:** No motion. Informational only.

Reviewed by District Legal Counsel:    **Yes** \_\_\_\_\_ **No** \_\_\_\_\_ **x** \_\_\_\_\_ **Date:** N/A

<b>Three Touch Rule:</b>	<u>N/A</u>	<b>Committee Review</b>
	<u>4/25/23</u>	<b>First Board Meeting (Informational)</b>
	<u>5/23/23</u>	<b>Second Board Meeting (Action)</b>

**Action Taken:**      **Adopted** \_\_\_\_\_ **Rejected** \_\_\_\_\_ **Postponed** \_\_\_\_\_

**Follow-up Needed:**    **Yes** x      **No** \_\_\_\_\_      **Report back date:** Monthly

**Notes:** Attachments:  
- 2022 Annual Financial Report – DRAFT



## **DES MOINES POOL METROPOLITAN PARK DISTRICT**

### **2022 BUDGET**

**Prepared by:**

**Scott Deschenes**

District General Manager

and

**Vacant**

District Clerk

### **Board of Commissioners**

**Shane Young, President**

**Joe Dusenbury, Clerk of the Board**

**Gene Achziger**

**Holly Campbell**

**Shane Stender**

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## BUDGET

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**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 2021 is \$5,387,873,505 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 2021, to be collected in 2022 for the DES MOINES POOL METROPOLITAN PARK DISTRICT in the amount of \$1,077,573 which includes new construction, any increase in state-assessed property and refunds in the amount of \$7,267.
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. \$ \$1,002,573 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



# BUDGET

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

DocuSigned by:  
*Gene Reiziger*  
94C69539CE3B443 ...  
Commissioner

DocuSigned by:  
*Shane Stender*  
69BA2573B14E48C ...  
Commissioner

DocuSigned by:  
*Holly Campbell*  
9E998B2BF87C43B ...  
Commissioner

DocuSigned by:  
*George*  
0D00E227C9C1457 ...  
Commissioner

DocuSigned by:  
*Joe Dusenbury*  
5E8DDA9899F2474 ...  
Commissioner

DocuSigned by:  
*Linda Pay*  
1194C72904A7486 ...  
District Clerk

DRAFT

## BUDGET

### Budget Message

It is my pleasure to present the district budget for the 2023 fiscal year.

The district's budget serves three primary purposes:

- Formation of public policy
- Control of spending
- A written financial plan that reflects the district's ongoing commitment to providing aquatic programs for patrons of all ages in a fiscally responsible and sustainable fashion

### *2022 Issues/Accomplishments*

The continued effects of COVID-19 caused 2022 to be a challenging year. The district dealt with several issues but still was able to serve the community.

First, omicron outbreaks throughout the area during the first quarter forced us to push back the implementation of swim lessons. Fortunately, Mount Rainier Pool experienced no public outbreaks of COVID-19 while offering programming throughout the pandemic. The diligence of our staff and public cooperation enabled us to provide a safe environment.

Second, even as many public facilities were closed due to pandemic-caused staffing issues, Mount Rainier Pool has recovered more quickly than most public pools without cutting corners on safety. The district received a \$10,000 grant for free lifeguard and swim instructor training for Mount Rainier Pool. In 2022, 43 of 48 candidates passed lifeguarding, swim instructor, and recertification courses. The district is working on training additional lifeguard and swim instructor staff to help other local pools. This training should help alleviate staffing issues at Mount Rainier Pool and other local aquatics organizations) to expand their aquatic-based services.

Third, with a grant from the Office of the Superintendent of Public Instruction, the district offered free and reduced-fee swim lessons from April through December 2022. As part of the grant, the district distributed free swim packets that included suits, towels, bags, and goggles to help reduce barriers for local swimmers.

Fourth, the district changed its focus on service back to Des Moines and Normandy Park residents. When King County built Mount Rainier Pool in 1975 as part of the Forward Thrust initiative, the pool provided regional services for Des Moines and Normandy Park, plus Burien, Kent, and Seatac areas. Today, only those taxpayers within the cities of Des Moines and Normandy Park contribute to sustaining the pool. Hence, the district now gives registration priority, along with scholarships and other benefits, solely to residents of these two cities.

Fifth, Mount Rainier Pool staff are working to prioritize the reintroduction of programs based on the program's impact on the community. Hence, evening programming precedes early morning hours, and PTSA events precede private rentals. We will reintroduce private lessons and rentals once the district meets its community-based programming needs. This plan ensures that water safety, fitness

## BUDGET

opportunities, and swim lesson programs have adequate staffing per all Washington health, safety, and labor guidelines.

Sixth, thanks to a grant from King County Parks, the district funded two community-based swim programs beyond swim lessons. During the pandemic, King County Parks helped fund the start and continuing development of the MRP Swim Club and the Lifeguard Prep course. Both provide opportunities for youth to explore aquatics participation past the swim lesson programs, including competitive swim team opportunities and the chance to work as a lifeguard while completing their K-12 and higher educations. The Lifeguard Prep course helps participants develop lifesaving skills transferrable to many first-responder careers. Students can train on the job on flexible schedules to accommodate their academic timetables and other school activities.

Finally, the district has worked diligently to get the levy down from its highest point of \$.34/1,000 in 2018. For 2022, the district returned the annual levy to \$.20 per \$/1,000 assessed valuation and has retained that level for 2023.

### *2023 Outlook*

In 2023, the district should have its first full year of operations without the effects of COVID-19 or mechanical closure.

Second, the Mount Rainier Pool is in its 48th year of operation, and much of its equipment is beyond its useful life. Although staff and contractors strive to maintain the equipment, the board of commissioners plans for the future. The district has received a grant of \$100,000 from King County Parks to perform an Aquatic Feasibility Study. Stemper Architects of Seattle is the district's Engineer of Record and is studying the district's facility needs. Stemper's extensive background includes a comprehensive study of the City of Seattle's seven Forward Thrust pools and an Americans with Disabilities Act study of their community centers. The district seeks to work with Stemper to modernize and extend the viability of Mount Rainier Pool aquatics in the Des Moines area. The goal is to determine if Mount Rainier Pool can continue to meet the aquatics needs of the community. The commissioners hope to have actionable information from the study as they prepare their 2024 budget cycle this fall.

Third, the district continues to partner with King County Parks and the Des Moines Legacy Foundation to offer free swim lessons. At the time of this report, swim lessons have been covered through July 1, 2023, by two grants. And DMLF has applied for another grant to extend the free lessons past July 1. A My Backyard grant through King County Parks also supports the swim lessons program. All these grants cover youth programming, but the district has also simplified its scholarship program of \$15,000 to cover 90 percent of programming for adult swim lessons, water exercise, and passes.

Fourth, the district continues to work on partnering and awareness of water safety for the community. In Fall 2022, the district reinstituted Parent-Teacher-Student Association free swims to Des Moines and Normandy Park grade schools. It also plans to bring back free water safety programming, including April Pool's Day and the Summer Splashtacular. Other free and reduced-fee programming includes \$1 First Saturday swims, Free Senior Thursdays, and the acceptance of insurance memberships.

## BUDGET

Fifth, district commissioners decided in 2023 to keep its District offices as a meeting and office space and a place to hold internal trainings as we focus on offering training and certification classes. Due to inadequate space, the pool's lobby has sometimes had to be used during public hours to facilitate training activities. Although utilizing the district office space will not completely alleviate the need to rely on the pool lobby for training purposes, it will provide more flexibility in scheduling.

Sixth, the district has been preparing for the expected adoption of the Model of Aquatic Health Code. This new code will impact staffing and equipment maintenance, resulting in a higher safety standard. While there is no timetable, we are preparing for a smooth transition.

Finally, the district continues to work toward enhancing pre-pandemic service levels, even as the aquatics industry struggles to meet community needs. Most aquatics agencies had trouble during the pandemic, as there has been almost a two-year gap between trainings. As the workforce for most pools is decidedly younger and for shorter durations, this gap has significantly impacted our crew. Most employees work an average of 2-3 years before moving on to college, the military, or other higher-paying, benefitted jobs. Although the district has been innovative in its approach, we struggle with the effects of competing employers paying higher wages and benefits and offering free training and certifications. At the end of the year, the commissioners voted to add a Lead Head Lifeguard and two daytime positions. All three posts are eligible for benefits, which we hope will attract a less transitive workforce, enabling us better fill out our morning shifts. Currently, these positions focus on maximizing our swim lesson offerings and providing adequate training programs to continue growing our capacity for swim lessons. Despite our community's lack of qualified swimmers, the staff continues to assist potential employees in improving the skills necessary to pass the lifeguard certification requirements and other swimming skills. Although it is a slow process, this emphasis on developing more skilled swimmers should eventually increase the potential pool of lifeguards and swim instructors. We will continue to try innovative approaches to build our staff.

Respectfully,



*Scott Deschenes*

Scott Deschenes  
District General Manager  
Des Moines Pool Metropolitan Park District

# Vision, Mission, Core Objectives and Cultural Values

## Vision Statement

To create a healthy community by embracing swimming as an essential life skill.

## Mission Statement

The Des Moines Pool Metropolitan Park District is the operator of Mount Rainier Pool.

- We provide aquatic programs and services for our constituents, affiliates and the interested public.
- We value all members of the swimming community, and the staff and volunteers who serve them.
- We are committed to excellence and the proliferation of swimming.  
We are committed to providing a safe and positive environment for all members of our community, regardless of race, gender, ethnicity, belief or economic circumstance.

## Core Objectives

The Des Moines Pool Metropolitan Park District's mission is to grow and strengthen the activity of swimming. Specifically, we seek to:

- Rigorously strive to eliminate implicit bias in swimming
- Increase our reach by expanding participation in swimming throughout the community. Our goal is that every child will have the opportunity to swim.
- Promote swimming as a healthy lifestyle and encourage participation in aquatic endeavors.
- Restore and sustain the competitive success of local swimming affiliated teams on both local and regional levels.

## **Cultural Values Operational Principles**

The organizational and business culture of the Des Moines Pool Metropolitan Park District is founded upon a strong value system. This value system is the cornerstone for the attitude and work ethic to which we are all committed. In short, we will continue to:

- Embrace the responsibilities of leadership and strive for excellence in everything we do.
- Conduct business with integrity, transparency, and a spirit of stewardship – act in the best interests of swimming and our constituents.
- Be service-oriented with our constituents, customers and each other.
- Engage in disciplined planning, but not be afraid to act intuitively to confront challenges and seize opportunities.
- Identify clear priorities and allocate our time and resources accordingly.
- Hold ourselves and each other accountable to the highest standards of professionalism and transparency; treat others fairly and with respect.
- Exhibit an entrepreneurial spirit, enthusiasm for expanding access, and a positive “I can do” attitude.
- Encourage environments in which our patrons are safe.
- Eliminate implicit bias and promote the importance of diversity and inclusion.
- Strive to learn and improve, always be open to questions, and maintain a willingness to change.

## **District Contact Information**

### **Des Moines Pool Metropolitan Park District (Administration)**

**22722 19<sup>th</sup> Avenue So.**

**Des Moines, WA 98198**

**Phone: 206-429-3852**

**Email: [scott.deschenes@desmoinespool.org](mailto:scott.deschenes@desmoinespool.org)**

**website: [www.mtrainierpool.com](http://www.mtrainierpool.com)**

### **Mount Rainier Pool (Operations)**

**22722 19<sup>th</sup> Avenue So.**

**Des Moines, WA 98198**

**Phone: 206-824-4722**

**Email: [info@mtrainierpool.com](mailto:info@mtrainierpool.com)**

**website: [www.mtrainierpool.com](http://www.mtrainierpool.com)**

## Organizational Chart

### DISTRICT ADMINISTRATION OFFICES

22015 Marine View Dr. S. #2B  
Des Moines, WA 98198  
(206) 429-3852

### BOARD OF COMMISSIONERS

Shane Young  
*President*

Joe Dusenbury  
*Clerk of the Board*

Gene Achziger  
*Commissioner*

Holly Campbell  
*Commissioner*

Shane Stender  
*Commissioner*

### DISTRICT ADMINISTRATION STAFF

Scott Deschenes  
*District G.M.*

Vacant  
*District Clerk*

Brian Snure  
*Legal Counsel*

### MOUNT RAINIER POOL STAFF

22722 19<sup>th</sup> Ave S.  
Des Moines, WA 98198  
(206) 824-4722

Quentin Knox  
*Aquatics Manager*

Jared Wold  
*Aquatics Coordinator*

Emmitt Sevores  
*Lead Head Lifeguard*

# BUDGET

## District Funds

The accounting rules applicable to the District requires the use of “fund accounting,” wherein the money received (revenues) and the money spent (expenditures) are accounted for in separate funds. This is done to ensure that money collected or designated by the District for a special purpose is spent for the purpose intended. The District budget has two major funds:

General Fund – This fund is used to account for the District’s ongoing activities. It includes aquatic programming, administration, planning, and facility maintenance. The General Fund accounts for the majority of the Des Moines Pool Metropolitan Park District budget.

Capital Projects/Reserves Fund – This fund is used to accumulate dollars over a period of time to allow for the future purchase and/or acquisition of major equipment or aquatic facility upgrades/replacement.

Fund	2019*	2020*	2021*	2022	2023 Budget Projections
<b>GENERAL FUND</b>					
Beginning Cash	\$491,811	\$915,890	\$1,336,489	\$949,064	\$900,000
Revenues	\$1,473,355	\$1,157,288	\$1,415,614	\$1,371,362	\$1,695,380
Interfund Loan**	-	-	-	-	-
Expenditures	\$936,549	\$780,804	\$1,025,414	\$1,201,494	\$1,935,380
Ending Cash	\$853,697	\$1,336,489	\$949,064	\$1,333,822	\$600,000
<b>CAPITAL FUND</b>					
Beginning Cash	\$0	\$175,000	\$297,500	\$420,000	\$525,000
Revenues	\$0	\$0	\$0	\$0	\$0
Transfer from General Fund	\$175,000	\$122,500***	\$175,000***	\$105,000	\$75,000
Expenditures	\$0	\$52,500****	\$0	\$0	\$0
Ending Cash	\$175,000	\$297,500	\$420,000	\$525,000	\$600,000

\*COVID-19 will affect revenues, expenses and cost-recovery actuals in 2020-2022.

\*\*The District had an interfund loan from 2017-2018 project. Capital Fund was used to payoff project with no transfers.

\*\*\*The District has allocated \$150k in emergency maintenance for 2021 and \$105k in 2022 due to age of facility. Unused budgeted monies from this account will be transferred to capital at the end of 2023.

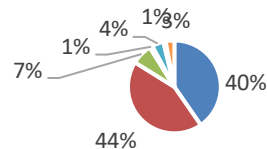
\*\*\*\*Retainage from the 2017-2018 project was paid in 2020. \$52,500 from the capital reserve fund was allocated towards these projects.

# BUDGET

## General Fund Revenue

General fund revenues consist of property taxes, intergovernmental grants, charges for services through interlocal agreement and interest income from investments. Due to recovery from the COVID-19 pandemic, revenues will be lower than forecasted due to closures and lower participation due to COVID-19.

General Fund Revenue



■ Beginning Cash ■ Taxes ■ Over the Counter ■ Contract-N.Park ■ Grants ■ Interest Income ■ Reserve Transfer

Beginning Cash – represents the carry forward amount from the previous fiscal year.

Property Taxes – the primary revenue source for the district.

Intergovernmental Revenues (grants) – the 2022 budget does not include \$5,000 KCYAS Grant (Community Programming), \$79,575 SEEK Grant and \$10,000 DMLF Grant. (All grants were announced in 2022 and \$94,575 is not accounted for). Only a \$100,000 KCYAS Grant (Aquatic Facilities), was accounted for.

Charges for Services – reflects a contractual agreement between DMPMPD and the Normandy Park Metropolitan Park District for aquatic facility access.

Interest and Miscellaneous Income – interest earnings from King County Treasurer's office. Some fees 2018-2021 are from Over the Counter. (Fixed in 2022).

Transfer from Reserves – transfer from capital reserves for capital projects of the District in 2021.

Over the Counter (Revenues) – in 2018 the District took over operations of the pool and it was the first time it received revenues for usage of Mount Rainier Pool.

Revenue by Classification	2019	2020*	2021*	2022*	2023 Budget Projections
Beginning Cash	\$481,467	\$915,890	\$1,336,489	\$1,333,822	\$900,000
Taxes	\$1,299,184	\$1,003,785	\$1,415,614	\$1,081,730	\$1,295,380
Over the Counter	\$14,408	\$64,028*	\$87,754*	\$251,651*	\$200,000
Grants/Intergov't	\$82,500	\$0	\$5,000	\$0	\$100,000
Contract-NPMPD	\$25,000	\$0***	\$50,000***	\$25,000	\$25,000
Interest Income	\$6,594	\$17,320	\$9,508	\$12,967	\$5,000
Miscellaneous Income	\$9,562	\$24,171	\$57,306	\$109,643	\$10,000
Donations	-	-	\$1,072	\$0	\$0
Reserve Transfer	\$175,000	\$122,500***	\$175,000***	\$105,000	Up to \$150,000

\*COVID-19 will affect revenues, expenses and cost-recovery actuals in 2020-2022.

\*\*For the 2020 and 2021 Budgets, the District allocated \$75,000 to go directly to the capital reserve fund and any unused monies budget of the \$150,000 for emergency maintenance due to the age of the facility. In 2022 this was adjust to \$100,000 for emergency maintenance.

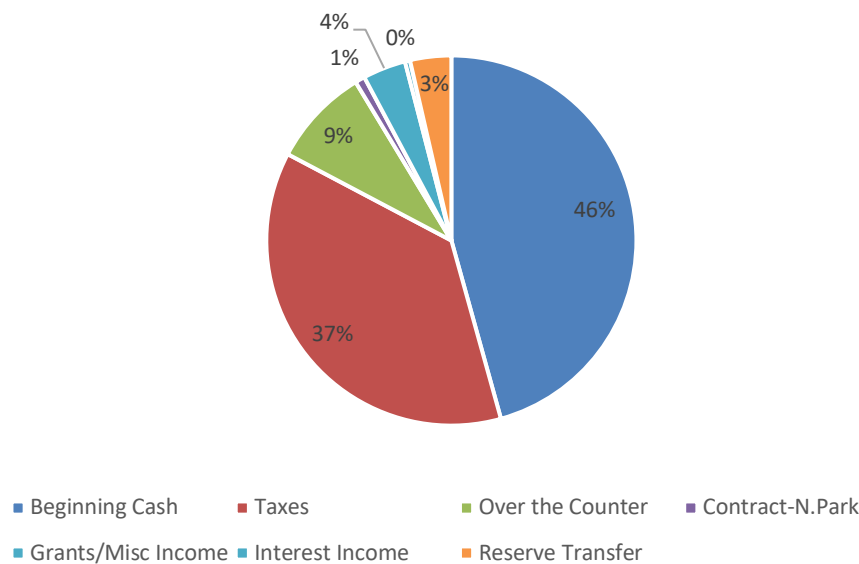
\*\*\*The Normandy Park fee was billed late in 2020 due to Covid-19 that pushed the payment into 2021. This caused there to be two payments in 2021.

Yellow Highlight – need to adjust grant monies. Wrong in report.

## General Fund Expenditures

General Fund expenditures are used to support the ordinary operations of the District including aquatic programs, facility maintenance and all other central operations and services. The year 2019 included start-up expenses and indirect expenses with the extended pool closures. Fiscal year 2020 was supposed to be the District's first full-year of operations, but due to the COVID-19 pandemic, the District will have lower staffing expenses, higher COVID-19 safety measure expenses and a lower cost-recovery than projected for 2020 and 2021. Fiscal year 2022 saw the District reintroducing services that are still in process of being reintroduced in 2023.

General Fund Revenue



Expenditures by Category	2019	2020	2021	2022	2023 Budget Projection
Administration	\$396,000	\$338,121	\$284,782	\$363,551	\$269,269
Pool Facility	\$752,077	\$431,844**	\$730,526**	\$846,118	\$1,297,082
Capital Projects*	\$126,600*	\$166,841*	\$102,000	\$11,826	\$234,550****
Transfers to Reserves	\$175,000	\$122,500***	\$175,000***	\$105,000***	Up to \$150,000***
Total General Fund	\$1,449,677*	\$928,103	\$923,414	\$1,201,494	\$1,935,380

\*The General Fund Balance is high due to the 2017-2018 projects. The District held off on forwarding cash to reserves until the end of 2019.

\*\*Due to COVID-19, the Mount Rainier Pool was closed from March 19 to Aug. 2 and on reduced services for the remainder of 2020, all of 2021 and the first quarter of 2022.

\*For the 2020 and 2021 Budgets, the District allocated \$75,000 to go directly to the capital reserve fund and any unused monies budget of the \$150,000 for emergency maintenance due to the age of the facility. In 2022 this was adjust to \$100,000 for emergency maintenance with more money available in the Capital Reserve Fund.

\*\*\*Includes \$137,000 for Aquatic Feasibility Study, of which \$100,000 is covered by a King County Parks Grant and \$75,000 Transfer to Capital.

## BUDGET

### Capital Projects and Expenditures for 2023

Due to the facility age and the looming renegotiation of the lease for Mount Rainier Pool, the District is putting all capital projects on hold. The District is finalizing steps with an Engineer of Record to develop longer-term plans that will better utilize expenses toward a long-term solution. A sum of \$75,000 was placed in an emergency maintenance fund to cover any emergency repairs during 2022 and 2023.

The 10-year lease with the Highline School District was expected to be renewed in 2022, but both agencies have agreed to a one-year extension to get past the COVID-19 pandemic and have a deeper discussion about the long-term future of Mount Rainier Pool. This lease is still in negotiations in 2023.

In 2022, the District was approved for an aquatic study grant through King County Youth and Amateur Sports. This grant will cover \$100,000 of the estimated NTE study of \$130,000. The budgeted funding has been pushed to 2023.

Project Name	Project #	Project Budget	Funding Source
MRP Site Feasibility Study	2023-A	\$137,000	Up to \$37k General Fund \$100k from KCYAS Grant
No Other Projects Listed*			
<b>Total Projects - 2023</b>		<b>\$0</b>	<b>\$137,000</b>

The District also has allocated \$500 for advertising and \$1,500 for permits that if unused will be added to the Capital Projects/Reserves Fund.

### Capital Projects/Reserves Fund

The District had established and committed to increasing its Capital Projects/Reserves Fund to meet the future capital needs of the district's aquatic facility. Annual contributions were made from the general fund to a separate reserve fund. This annual commitment to reserves was set at \$70,000.

In 2018, all Capital Fund monies were used to cover repairs, which brought the fund's balance to \$0. This was done to pay off critical repairs in 2017, which included repaying an interfund loan for the project.

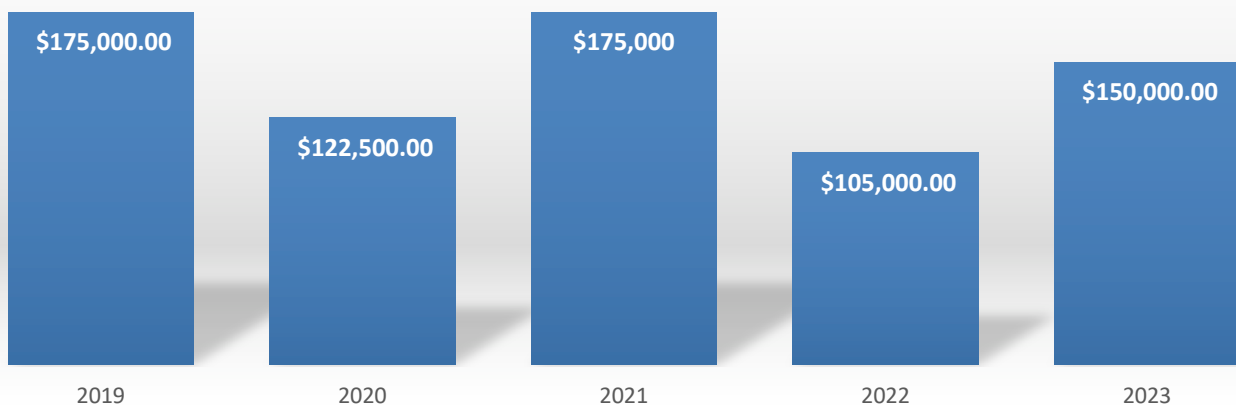
In 2019, the District set aside \$175,000 towards the Capital Projects/Reserves Fund. The increased amount was to cover the potential age-related repairs and replacement that could occur to the then 44-year-old facility.

In 2020, the District allocated \$75,000 plus an additional \$47,500 of unused maintenance funds to the Capital Projects/Reserves Fund.

In 2021, the District also allocated \$75,000 towards the Capital Projects/Reserves Fund. It increased its allocation for unforeseen repairs to \$150,000, provided that any unused funds would be allocated to the Capital Projects/Reserves Fund at the end of the year. The remaining balance of \$100,00 of the unforeseen repairs was used for a total allocation of \$175,000. At the end of 2021, the District's Capital Reserve Fund is at \$420,000.

In 2022, the District also allocated \$75,000 towards the Capital Projects/Reserves Fund. It decreased its allocation for unforeseen repairs to \$100,000, and allocated that portion of the budget towards an aquatic study on the remaining life of the Mount Rainier Pool.

#### Capital Reserve Contributions (Per Year)



## Glossary of Terms

**APPROPRIATIONS** - A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount and as to the time when it may be expended.

**BUDGET** - A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Used without any modifier, the term usually indicates a financial plan for a single fiscal year.

**CAPITAL ASSETS** - Land, improvements to land, easements, buildings, building improvements, vehicles, machinery, equipment, works of art and historical treasures, infrastructure, and all other tangible or intangible assets that are used in operations and that have a cost greater than \$5,000 and an initial useful life extending beyond five years.

**CAPITAL PROJECTS/RESERVES FUND** - Funds used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays including the acquisition or construction of capital facilities and other capital assets.

**CAPITAL OUTLAYS** - Expenditures which result in the acquisition of/or addition to capital assets.

**INTERFUND TRANSFERS** - Flows of assets (such as cash or goods) without equivalent flows of assets in return and without a requirement for repayment.

**MAINTENANCE** – Routine, regularly scheduled events which extend the life of a capital item.

**NON-CAPITALIZED ASSETS** – Building improvements, machinery, equipment, works of art, infrastructure, and all tangible or intangible assets that are used in operations with an initial cost less than \$5,000 and a useful life of less than 5 years.

**PROJECT MANAGEMENT SYSTEM** – DMPMPD uses Job Numbers to organize and track costs related to specific projects. The nomenclature is each new project number will be identified by the year plus the chronological numbering of projects for that year. As an example, the first project of 2014 was identified with 2014-01. DMPMPD will further differentiate between projects by assigning the following suffix:

- C for Capital
- R for Repair/replacement
- M for Maintenance
- E for Equipment Purchase
- A for Administrative projects/purchases
- P for Professional Services (consultants, engineers, etc.)

## BUDGET

**PUBLIC WORK** – To ensure DMPMPD meets the state’s requirements for labor, construction, alternation, repair or improvement other than ordinary maintenance, the District must adhere to elements of the state of Washington’s definition of a Public Work found in RCW 39.04.010. Public Work rules do not apply to equipment purchased or work contracted for services such as consultants.

**REPAIR** – Corrects or prevents a failure of machinery, equipment or infrastructure and is expected to extend its useful life.

**SMALL AND ATTRACTIVE ASSETS** – See definition of “Non-Capitalized Assets.”

**TAX ANTICIPATION NOTES (TANS)** – aka Interfund Loan -- Notes issued in anticipation of future tax receipts, such as receipts of ad valorem taxes that are due and payable at a set time of year.

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## Des Moines Pool Metropolitan Park District

### AGENDA ITEMS SUMMARY SHEET

Agenda Item #: 9b

Assigned to: District GM

Meeting Date: April 25, 2023

Under: New Business

Attachment: Yes

Subject: Summer Public Outreach

**Background/Summary:** The public outreach committee met on Friday, March 31 to discuss planning for the summary. Attached is a summary of the outreach events outside of the Mount Rainier Pool.

Fiscal Impact: N/A

**Proposed Motion:** No motion. Informational only.

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

<b>Three Touch Rule:</b>	<u>N/A</u>	Committee Review
	<u>4/25/23</u>	First Board Meeting (Informational)
	<u>5/23/23</u>	Second Board Meeting (Action)

**Action Taken:** Adopted \_\_\_\_\_ Rejected \_\_\_\_\_ Postponed \_\_\_\_\_

**Follow-up Needed:** Yes \_\_\_\_\_x\_\_\_\_\_ No \_\_\_\_\_ Report back date: Monthly

**Notes:** Attachments:  
- PPT (One Page) Summary

# Public Outreach for Summer 2023

- Public Market:
  - Focus on June 10 – Right after opening but before lessons start
  - 1,000 Rubber Ducks to be part of their free bags
- Waterland Parade:
  - Saturday, July 23
  - Close facility for the day
  - Give out part of remainder of ducks at event (no throwing/flying ducks)
- Ducks:
  - \$2,607 for 2k ducks – Blue with logo in white on the cover
  - Focus all other staffing on maximizing programs and growth for the summer