Meetings are hybrid: being held remotely using Zoom and in-person at the Des Moines Pool MPD District Office (22015 Marine View Dr. So. – Main floor). If you wish to listen in, please do so at 1-253-205-0468; Meeting ID: 837 7786 0442; Passcode: 481718. Any questions or comments should be directed to Scott Deschenes, District General Manager at (206) 429-3852 or by email at scott.deschenes@desmoinespool.org. Public comment for those who cannot physically attend will be due by email to info@mtrainierpool.com by noon on the day of each meeting. Patrons that can attend in-person will be allotted three minutes during public comment (#5). This is due to the hybrid format of the meetings.

AGENDA

7:00 1. CALL TO ORDER ROLL CALL
7:01 2. PLEDGE OF ALLEGIANCE
7:03 3. ADOPTION/MODIFICATIONS OF AGENDA
7:04 4. ANNOUNCEMENTS, PROCLAMATIONS AND 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 by Noon on Tuesday, July 25th. Please include your name, address, and contact phone number. All timely submitted public comments will be read at the meeting subject to the time limit. Any public comments received after noon, will be read at the following regular meeting.

7:10 6. CONSENT AGENDA
  a. EXPENDITURE/REVENUE FOR JUNE
  b. STAFF/CONTRACTOR/COMMITTEE REPORTS
     District General Manager Report
  c. ADOPTION OF MINUTES
     June 27, 2023
  d. CORRESPONDENCE
     None
  e. BANK TRANSFERS (MRP REVENUE)
  f. VOUCHER APPROVAL
     UPDATE was processed in June for warrant requests.
  g. KING COUNTY ELECTRONIC FUNDS TRANSFERS (EXPENSES)
     UPDATE was processed in June for payroll.

7:15 7. EXECUTIVE SESSION(S)
  a. HSD Lease

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. 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

7:25  a. Q2 Aquatics Manager Report (April-June)

7:35  b. Potential August Closure/August Repairs

7:40  c. Intro 2 Swim Class (partnership with SMAC)

7:45  d. Q2 Financial Report (April-June)

7:50  e. District Clerk Search Update

7:55  f. Aquatic Feasibility Study Update

8:00  g. Waterland Parade Wrap-up

9. NEW BUSINESS

8:05  a. 2024 Budget Cycle Outline

10. GOOD OF THE ORDER

UPCOMING MEETINGS

- August 22, 2023, Regular Board Meeting, 7:00 p.m., Location DMPMPD Office (22015 Marine Drive So. #2B, Des Moines, WA)
- September 26, 2023, Regular Board Meeting, 7:00 p.m., Location DMPMPD Office (22015 Marine Drive So. #2B, Des Moines, WA)

For other future meetings, click here to visit our website’s governance page.

ADJOURNMENT
Des Moines Pool Metropolitan Park District

AGENDA ITEMS SUMMARY SHEET

<table>
<thead>
<tr>
<th>Agenda Item #:</th>
<th>6a-g</th>
<th>Assigned to: District GM</th>
<th>Meeting Date: July 25, 2023</th>
</tr>
</thead>
<tbody>
<tr>
<td>Under:</td>
<td>Consent Agenda</td>
<td>Attachment: Yes</td>
<td></td>
</tr>
<tr>
<td>Subject:</td>
<td>Consent Agenda</td>
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</tbody>
</table>

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

- **Item 6a: Financial Summary**
  - Not included software issue
- **Item 6b: Staff/Committee Reports**
  - District General Manager Weekly Reports
- **Item 6c: Adoption of Minutes**
  - June 27, 2023, Regular Board Meeting
- **Item 6d: Correspondence – None**
- **Item 6e: Bank Transfers (MRP Revenue) –**
- **Item 6f: Voucher Approval** - The following voucher/warrants totaling $\text{56,161.53}$ were approved for payment.
  - $16,888.09 was processed on June 7, 2023
  - $6,422.18 was processed on June 10, 2023
  - $14,882.30 was processed on June 17, 2023
  - $8,424.15 was processed on June 23, 2023
  - $9,544.81 was processed on June 27, 2023
- **Item 6g: Funds Transfers (Payroll) -** The following Electronic Transfers to King County totaling $\text{62,085.00}$ were processed for payment.
  - $30,218.80 was approved for payroll on June 15, 2023
  - $31,866.20 was approved for payroll on June 30, 2023

A total of $\text{118,246.53}$ was processed in June 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 June 2023 totaling $\text{118,246.53}$.

**Reviewed by District Legal Counsel:** Yes [x] No [ ] 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 [x] No [ ] Report back date: ___________

**Notes:**
Attachments: Various
Date: Thursday, July 20, 2023  
To: District Board Commissioners  
From: Scott Deschenes, District General Manager  
Subject: Weekly Reports - Weeks Ending June 30, 2023 – July 21, 2023

WEEK ENDING JUNE 30:

BOARD MEETING FOLLOW-UP
- **Signatures:** I have posted the minutes and resolutions.
- **June 27 Minutes:** I also sent minutes out on Tuesday, June 27 on Wednesday (6/28). Please have all edits for the meeting by Tuesday, July 11.
- **Financial Report:** I will get the financial report posted next week.
- **Waterland Parade:** I will get the information from Gene, and send out information to the board. I will also list the event on our website’s meeting schedule. I will post the event like I did last year on the governance page since there might be a majority and interactions between the board at the event. I will get this posted next week.
- **Next Meeting:** Our next meeting will be on Tuesday, July 25. I will send an appointment with Zoom invite after the holiday.

SCHEDULE UPDATE
We sent our schedule update on Friday, June 30. We usually like to put out updates earlier including some of the programs below, but the new partnerships took a little longer than normal as many providers are building back their programs after the pandemic. We chose to send the schedule out after all commitments were lined up to ensure it matched the programming. Also, swim lessons will not start using the pool until Wednesday, July 5th, so we chose to add a section with a special schedule for that day. Click link below to view the schedule update.
[https://createsend.com/t/d-4970DD1F6194AF9D2540EF23F30FEDED](https://createsend.com/t/d-4970DD1F6194AF9D2540EF23F30FEDED)

ADULT SWIM LESSONS
On Thursday, June 29, we sent out an email for adult swim lessons, which will be taught by Celina and an assistant. We feel by offering it on Tuesday and Thursday evenings, we will get more interest. We are testing this for future offerings. There will be a limit of 20 participants (2 classes of 10), which is up from 5 before. We were waiting to try to add an Intro 2 Swim Team, but could not get a commitment before sending the email out. We ran out of time and needed to send this out.
[https://createsend.com/t/d-47CD9295D35DFCCCD2540EF23F30FEDED?fbclid=IwAR3CNUz5F1T63Im_OzpJQRS8mHiB_wy-td53qK0uMZCGJcklyUSzkdiJi5U](https://createsend.com/t/d-47CD9295D35DFCCCD2540EF23F30FEDED?fbclid=IwAR3CNUz5F1T63Im_OzpJQRS8mHiB_wy-td53qK0uMZCGJcklyUSzkdiJi5U)

SWIM LESSON UPDATE
We scheduled our Water Safety Instructor class the last week with most managers teaching or taking the class, so it has been more difficult than normal to make changes to classes. Emmitt will make some minor changes, but we also do not have the waitlist numbers we had last year to fill out classes. This year should give us a better idea of how to structure classes for 2024 and beyond. Emmitt completed
the course and is now working to combine some classes, and add some other new classes from waitlists. We should have more information next week.

INDEPENDENCE DAY
Just a reminder that we will be closed on Independence Day (Tuesday, July 4th). All full-time staff will also be using their state holidays that day.

Jared and some of our lifeguards will be independently working at Angle Lake from noon to 8pm for their Family Fourth of July Celebration. Click link below for more information on the event. It is nice they are providing lifeguarding for this event, which should be very large.

WATER SAFETY INSTRUCTOR CLASS
Quentin and Greg had 10 of 12 people pass the water safety instructor course. This is great for our program as having more certified instructors will raise the quality of teaching and also give us more flexibility in offering classes. Our next training will be lifeguard training classes in August. We will update those classes when we get closer.

CYBERAUDIT (SAO)
I am posting the SAO Cyber Audit information later today. They sent the link earlier this week.

SCHOLARSHIP UPDATE
This year we have only given out $855 of scholarship. This is mainly due to the grants that expired this month (June). We did have a scholarship night, and no one attended. We did get some demands for scholarships the day of registration, but think that the transition people assumed the lessons would be free. We also received a couple where people tried to not produce paperwork, or put applications in that they were not eligible for. We should get more scholarship applications in the future and will work from the issues we received to make the process better. The scholarship information was emailed to all participants and was listed on the website’s swim lesson page.

FEATURED RESEARCH
(From SAO Newsletter) Strategies for tackling big public records requests with few staff
Public records requests that will result in a large volume of records can be challenging, especially for smaller governments that may have only one employee managing requests. The Municipal Research and Services Center’s (MRSC) latest blog post provides tips and best practices to help make the process easier.

RESEARCH
- Make the most of it (Recreation Management) - https://recmanagement.com/articles/153653/make-most-it
- Study calls for formalizing partnership between City of Austin and Foundation (NRPA SmartBrief/Austin Monitor) - https://www.austinmonitor.com/stories/2023/06/study-calls-for-formalizing-partnership-between-parks-department-and-foundation/

WEEK ENDING JULY 7:

AUGUST CLOSURE
We are discussing being closed for an entire week in August between swim lessons and swim team season. The reasoning is that are calcium levels are higher than we want. You may find ads for products that promise to handle the situation, the best method is to empty the pool and add fresh water. We will need a week to empty the pool, refill and treat and reheat the water. (Note-we will leave a little water at the bottom of the pool to keep the cracks from being damaged.) We will discuss this at our July 25 board meeting.

MAINTENANCE
Emmitt had to come into the building on July 4th due to there being a flow issue with the surge pit. Luckily it did not cause any closures. This has been a recurring issue when we are closed. We are discussing ways to mitigate this in the future.

WATERLAND PARADE (OUTREACH)
We will be participating in the Waterland Parade on Saturday, July 22. Commissioner Achziger will be leading this participation with the District GM communicating with staff and the board.
• Governance Page Posting – I posted the following information on our Governance Page’s meeting information. I listed it as “special meeting”. Posting is listed below.
• Meeting/Planning – We are meeting next Friday, July 14 (Public Outreach) to put together a plan for the event. We will put more information out next week. (Note-I will be gone that day, but Quentin will lead the meeting.)

SWIM LESSON UPDATE
Staff is working on setting up a second session of morning lessons for this summer. We realized that we advertised 7 swim lessons, but actually offered 8 with a class in August. All prices were set for 7. To add a second session, we will need to offer only 7 classes, to be able to have a session before we close the pool for a week. Staff is working on getting information out to patrons for the morning class adjustment and the additional session of classes. This will only be for the morning classes. We will share information when it gets closer to being offered.

ADULT SWIM LESSONS
Emmitt started contacting people from waitlists for the two adult classes this morning. At noon the 7-7:30pm class already had five and the 7:30-8pm class had six. We should fill up by tomorrow as wait list people are still calling back.
INTRO 2 SWIM TEAM CLASS
Quentin is working on trying to get a class together with SMAC. We should have more information next week. For next year, we hope to have this resolved earlier.

CAMP KHAOS
- Swim Lessons – At the time of the report, we have 24 spots with 13 filled. Luckily all 13 are in the same time frame.
- Friday Rentals – They are also having open swims on Fridays from 1-3pm.

SUMMER NORMANDY PARK CITY SCENE
Below is a link to the Normandy Park City Scene with our half-page ad.

GOV DEALS/SURPLUS
Staff is getting equipment ready to be sold. We should be putting information out on Govdeals early next week.

NEW HIRES
Jared hired another three employees this past week.

RESEARCH
- King County reporting alarming number of drownings halfway through the year (FOX 13) - https://www.fox13seattle.com/news/king-county-reporting-alarming-number-of-drownings-halfway-through-the-year?utm_campaign=trueAnthem&utm_medium=trueAnthem&utm_source=facebook&fbclid=IwAR2yLc6RzK7i07jFLMmlkXtZAVh9-N0WvRMT4LSdNG2gjxhi2rFnbDekDI
- Another summer, another lifeguard shortage, as pool cut hours, openings (ABC 15) - https://www.abc15.com/news/region-phoenix-metro/cenral-phoenix/another-summer-another-lifeguard-shortage-as-pools-cut-hours-openings

WEEK ENDING JULY 7:

NEXT BOARD MEETING
We are putting materials together for the board meeting, which will be held on Tuesday, July 25 at 7pm. We have received a response from the school district and will discuss it in executive session. Quentin and I are putting together reports for the second quarter aquatics and financial management.

HSD LEASE
I am met with HSD over the phone and we are meeting in-person, next Tuesday, July 18.
SWIM LESSONS

- **Swim Lessons**: All swim lessons besides Intro 2 Swim Team are currently occurring.
- **Adult Lessons**: All 20 spots of adult lessons are completely full. The class started on Tuesday evening.
- **Intro 2 Swim Team**: We only have 6 of 20 spots filled at this time. The deadline is Friday (7/14) at 10am.
- **August Session**: We should have information coming out later next week for the August session of morning swim lessons.

SURPLUS SALES

We have signed up for Govdeals and posting items from the June 27 board meeting on their website. We would like to resolve the items before staff go back to school. Quentin also delivered the wooden backboard to Seahurst.

STORAGE

Staff is continuing to clean storage and backrooms/storage at the pool. We will share some pictures once everything is finalized.

SHAREPOINT

Quentin is working on getting some Sharepoint shared folders together for better internal sharing of docs for the staff.

CREDIT CARD READERS

Quentin is also working with CMIT to get the credit card readers updated. CivicRec has added a layer of security that has made ours inoperable. We will probably need to replace them.

POLICY AND PROCEDURES FOR CLIMATE CHANGE

I have been thinking about putting forth some policies on climate change including excessive heat days and low air quality days. This could include special swims on excessive heat days for cooling and monitoring air quality indoors from the AHU. Although the AHU filters the external air, it might be good to post the air quality for staff and users mindfulness. Any suggestions will be presented to the board. I am thinking of using 2023 for information gathering and 2024 for potential implementation.

- Protecting Communities When the Heat is On – See Cooling Centers Section (MRSC) - [https://mrsc.org/stay-informed/mrsc-insight/may-2023/protecting-communities-when-the-heat-is-on](https://mrsc.org/stay-informed/mrsc-insight/may-2023/protecting-communities-when-the-heat-is-on)

WATERLAND PARADE

The Waterland parade will be July 22. Just a reminder that the pool will be closed that day for the event.

PUBLIC OUTREACH MEETING

Quentin will be meeting with the Public Outreach Committee in my place. I will be out of town from July 14-17 and out of cellular range.

NEW EMPLOYEES

Jared has onboarded four new staff over the past week. Staff is working to train them.
FEATURED RESEARCH – US NATIONAL WATER SAFETY ACTION PLAN
https://www.watersafetyusa.org/nwsap.html

RESEARCH

- County reports a concerning amount of drownings in 2023 (Federal Way Mirror)
- Seattle Attorney Davidson appeals injunction on graffiti enforcement (My Northwest/MRSC)
- VGBA Bill Introduced (Aquatics International) - https://www.aquaticsintl.com/facilities/vgba-bill-introduced_o
- Use of Generative AI by Local Governments (MRSC Insight Blog) - https://mrsc.org/stay-informed/mrsc-insight/june-2023-10ba1522fe7a4a77aa7d5378ed660cc0/use-of-generative-ai-by-local-governments

WEEK ENDING JULY 14:

NEXT BOARD MEETING
We are putting materials together for the board meeting, which will be held on Tuesday, July 25 at 7pm.
We have received a response from the school district and will discuss it in executive session. Quentin and I are putting together reports for the second quarter aquatics and financial management.

HSD LEASE
I am met with HSD over the phone and we are meeting in-person, next Tuesday, July 18.

SWIM LESSONS

- Swim Lessons: All swim lessons besides Intro 2 Swim Team are currently occurring.
- Adult Lessons: All 20 spots of adult lessons are completely full. The class started on Tuesday evening.
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- August Session: We should have information coming out later next week for the August session of morning swim lessons.

SUPLUS SALES
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- Protecting Communities When the Heat is On – See Cooling Centers Section (MRSC)
  - https://mrsc.org/stay-informed/mrsc-insight/may-2023/protecting-communities-when-the-heat-is-on

WATERLAND PARADE
The Waterland parade will be July 22. Just a reminder that the pool will be closed that day for the event.

PUBLIC OUTREACH MEETING
Quentin will be meeting with the Public Outreach Committee in my place. I will be out of town from July 14-17 and out of cellular range.

NEW EMPLOYEES
Jared has onboarded four new staff over the past week. Staff is working to train them.

OUT OF OFFICE
I will be out of the office on Friday, June 14-Monday, June 18. I will be reachable by phone on Friday and Monday afternoon, but I will be out of cell service Saturday through Monday morning.

FEATURED RESEARCH – US NATIONAL WATER SAFETY ACTION PLAN
https://www.watersafetyusa.org/nwsap.html

RESEARCH
- County reports a concerning amount of drownings in 2023 (Federal Way Mirror)
- Seattle Attorney Davidson appeals injunction on graffiti enforcement (My Northwest/MRSC)
- VGBA Bill Introduced (Aquatics International) - https://www.aquaticsintl.com/facilities/vgba-bill-introduced_o
- Use of Generative AI by Local Governments (MRSC Insight Blog) - https://mrsc.org/stay-informed/mrsc-insight/june-2023-10ba1522fe7a4a77aa7d5378ed660cc0/use-of-generative-ai-by-local-governments
**WEEK ENDING JULY 21:**

**BOARD MEETING**
Just a reminder that the board packet will be coming out tomorrow (Friday). Also, we will be having an executive session of about 5-10 minutes on the HSD lease. Attached is the agenda (w/o AIS and attachments). Quentin will be there to present the pool’s quarterly report and discuss the upcoming closure (see below).

**AUGUST SWIM LESSONS**
Staff is getting the morning swim lessons later this week. During the session, we will have some of our staff going back to college or taking end of summer vacations. We will be combining the Monday and Wednesday, and Tuesday and Thursday morning classes into one two-week, Monday-Thursday lesson between August 7-17. Registration will only be open for current students, who are in current classes since there will be limited availability. If any spots are open, we will take new students.

**INTRO 2 SWIM TEAM**
We have six participants in the Intro 2 Swim Team program. Our goal this year is to get the program and agreement in place, and our goal for next year is to continue the partnership, and see if we can add some funding to help young people transition to swim teams and lifelong swimming past swim lessons.

**AUGUST LIFEGUARD CERTIFICATION COURSE**
Emmitt will be leading a lifeguarding course in August. Below are the dates of the class. We should have an email blast coming out next week with registration starting at that time. Emmitt is also working to notify people on the lifeguarding interest list.

- Friday August 4th, 2pm-7pm
- Sunday August 6th, 9am-2pm
- Friday August 11th, 2pm-7pm
- Sunday August 13th, 9am-2pm

**FINANCIALS**
I met with VisionMS on Thursday. I am working to get some last minute information as I am catching up on getting information entered from the last quarter.

**WATERLAND PARADE**
Staff will be participating in the parade. We will share pictures and information at the July 25 board meeting. The event is listed in our event calendar, so everyone can attend. Just a reminder that the pool will be closed on July 22 for the event. It is posted on the website and social media.

**POOL CLOSURE**
Quentin will be at the July 25 meeting to discuss the closure in the end of August. We are trying to squeeze it in between the end of swim lessons and the start of MRHS swim team practices.

**FILLING CRACKS**
Jared has been filling cracks in the concrete in front of the pool entry. Below is a picture of one of the cracks being filled.
TUKWILA POOL MPD PRESENTATION
Below is a presentation from the Tukwila Pool Metropolitan Park District on their aquatic feasibility study. Their presentation starts around the 1:02:30 mark.
https://tukwila.vod.castus.tv/vod/?video=93258111-de80-4468-900a-48ce6ca82618

CAPITAL & CONTRACTS COMMITTEE
Gene, Joe and I are meeting on Saturday, July 22 at the Farmer’s Market to discuss the aquatic feasibility study.

ARCHITECT MEETINGS
I met on the phone with the architect on Tuesday, July 18 and I am going to meet with them in-person on Tuesday, July 25. I will bring anything for that meeting to the July 25 meeting as the packet will already be out.

FEATURED RESEARCH
Some American Red Cross providers have been cutting corners in trainings. We do not and plan to continue to have high standards, as safety is at the foundation of everything that we provide. Below is an article with a 20-minute podcast that covers the information.


CARD READER UPDATE
Quentin is working with CMIT to get the card readers at the pool updated. CivicPlus completed a software update and we have been working to get them updated. CMIT will also be out on Friday morning to update the server.

RESEARCH
• ‘It only takes a second’: Summer camps talk water safety after teen drowns (WTAE)
• Near drowning at DC pool leaves 2 adults in critical condition (FOX5)
• Dream Design: University of Nebraska Monroe-Meyer (Aquatics International)
Des Moines Pool Metropolitan Park District

June 27, 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, Stender, and Achziger; District General Manager Deschenes and Aquatics Manager, Knox. Commissioner Stender was not present.

PLEDGE OF ALLEGIANCE – Commissioner Dusenbury led the flag salute.

ADOPTION/MODIFICATIONS OF AGENDA – There were no modifications to the agenda.

ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS – The District General Manager (GM) announced the pool would be closed on July 4th for Independence Day, and reminded the board that the Washington Cares Act will take place on July 1st. Commissioner Achziger reminded the board of the Waterland Parade on July 22.

PUBLIC COMMENT - None

CONSENT AGENDA
District GM announced the finances would be pushed to the July meeting as part of the quarterly financial report. Commissioner Achziger moved to approve the Consent Agenda including the vouchers and electronic transfer requests processed in May totaling $101,862.54 Commissioner Dusenbury 2nd. The motion passed 4-0.

Executive Session Business

7a. Executive Session, HSD Lease
There were no updated on the HSD Lease, so the executive session was not held.

OLD BUSINESS

8a. 2022 Annual Financial Report
The District GM reported the information to the State Auditor’s Office (SAO) was uploaded before the deadline, and that the information from that report was updated on the attached report. The report will be uploaded this week to the Mount Rainier Pool’s website. The District GM also notified the board that he is uploading files for SAO for their annual cyber audit.

8b. Aquatic Feasibility Study Update

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.
Des Moines Pool Metropolitan Park District  
Meeting Minutes – 6/27/2023

The District GM notified the board that he met with the architect, and that she had shared some preliminary designs. He also notified the board that he is working to setup a meeting with the school district. He mentioned that he will have an update at the next meeting that may include additional cost estimates.

8c. District Clerk Update  
The District GM notified the board that he terminated the contract with Volt for the District Clerk after the last board meeting. The District GM presented an updated position that would combine front desk and clerical duties to help the position become a full-time, thus more attractive to applicants. Commissioner Campbell suggested following best practices for HR and rewrite some of the job description and focus more on the experience including focusing more on people that may have assisted others in bookkeeping that also have a growth mindset. President Young mentioned the pool of candidates for the part-time position did not match the skills needed for the position. President Young asked the board for consensus on the District GM moving forward and no one objected. The District GM will work on updating the job position for the July 25 board meeting. A copy of the report and a preliminary draft of the job description are in the June 27 agenda packet.

NEW BUSINESS

9a. Resolution 2023-05 Warrant Cancellations  
The District GM reported warrant cancellations for the past year. Commissioner Achziger moved to approve Resolution 2023-05, Warrant Cancellations. Commissioner Campbell 2nd. The motion passed 4-0. A copy of the resolution is posted on the Mount Rainier Pool Governance page.

9b. Backflow Valve Emergency Repair – Finance Committee Approval  
The District GM notified the board that he needed to gain Finance Committee approval on June 1st, as there was an emergency repair to a backflow valve that was broken that was not allowing water to flow into the pool. By law the District was forced to keep the pool shutdown until the parts could be sourced and the repair completed. To speed this process up, the District GM got approval from the Finance Committee per Procurement Policy 520. This was due to the quoted repair being over $5,000. The pool was reopened on Tuesday, June 6.

9c. Resolution 2023-06 Resolution Declaring Property Surplus to the Needs of the District and Authorizing the Disposition of Surplus Property  
The District GM and Aquatics Manager gave a detailed report on the items that would be surplused. All items of value will be auctioned on Govdeals.com and items that are not bid on will be disposed of. A backboard will be allocated to another local pool to help with safety in the community. Commissioner Achziger moved to approve Resolutions, 2023-06, Resolution Declaring Property Surplus to the Needs of the District and Authorizing the Disposition of Surplus Property. Commissioner Dusenbury 2nd. The motion passed 4-0. A copy of the resolution is posted on the Mount Rainier Pool Governance page.

GOOD OF THE ORDER  
Commissioner Campbell notified the board that she registered for swim lessons. She suggested releasing the Parent and Child and Level 1 classes, having current students be able to register additional children, and exploring removing some of the limits that were set around the free lessons. The District GM and Aquatics Manager reported that they would present some changes to registration at a future meeting.
Commissioner Achziger informed the board that he attended the Bayside Ball presented by the Des Moines Legacy Foundation. He presented what the Legacy Foundation has helped with lifeguarding training and the swim lessons. He said it was well-received by the crowd.

ADJOURNMENT
With no further business the meeting was adjourned at 7:52 pm.

UPCOMING MEETINGS
- July 25, 2023, Regular Board Meeting, 7:00pm, Location: Hybrid (DMPMPD Offices and Online)
- August 22, 2023, Special Board Meeting, 7:00pm, Location: Hybrid (DMPMPD Offices and Online)

Respectfully submitted by Scott Deschenes, District General Manager.

Des Moines Pool Metropolitan Park District Board of Commissioners

______________________________  ______________________________
Commissioner Young            Commissioner Dusenbury

______________________________  ______________________________
Commissioner Campbell          Commissioner Stender

______________________________  ______________________________
Commissioner Achziger          Vacant, District Clerk
## Special District Voucher Approval Document

**Scheduled Payment Date:** 06/07/2023  
**Total Amount:** $16,888.09  
**Control Total:** 12  
**Payment Method:** WARRANT

### District Name: Des Moines Pool Metropolitan Park District  
**File Name:** AP_DMPOLPRK_APSUPINV_20230605111111.csv  
**Fund #:** 170950010

### CONTACT INFORMATION

**Preparer’s Name:** Scott Deschenes  
**Email Address:** linda.ray@desmoinespool.org

### PAYMENT CERTIFICATION

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)):**

<table>
<thead>
<tr>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scott Deschenes</td>
<td>6/5/2023</td>
</tr>
<tr>
<td>Joe Dusebury</td>
<td>6/5/2023</td>
</tr>
</tbody>
</table>

**DocuSign by:**

<table>
<thead>
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<th>Signature</th>
<th>Date</th>
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</tbody>
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### 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:**
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Special District Voucher Approval Document

Scheduled Payment Date: 06/10/2023
Total Amount: $6,422.18
Control Total: 10
Payment Method: WARRANT

District Name: Des Moines Pool Metropolitan Park District
File Name: AP_DMPOLPRK_APSUPINV_20230609155930.csv
Fund #: 170950010

CONTACT INFORMATION
Preparer's Name: Scott Deschenes
Email Address: linda.ray@desmoinespool.org

PAYMENT CERTIFICATION

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)):

<table>
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<tr>
<th>Authorized District Signature</th>
<th>Date</th>
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<tr>
<td>Scott Deschenes</td>
<td>6/9/2023</td>
</tr>
<tr>
<td>Joe Disenbury</td>
<td>6/11/2023</td>
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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: 

Printed On Friday, June 9, 2023 at 04:00:31 PM
## Special District Voucher Approval Document

**District Name:** Des Moines Pool Metropolitan Park District  
**File Name:** AP_DMPOLPRK_APSUPINV_20230609155930.csv

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Special District Voucher Approval Document
REQ#58018480

Scheduled Payment Date: 06/17/2023
Total Amount: $14,882.30
Control Total: 15
Payment Method: WARRANT

District Name: Des Moines Pool Metropolitan Park District
File Name: AP_DMPOLPRK_APSUPINV_20230615112258.csv
Fund #: 170950010

CONTACT INFORMATION
Preparer's Name: Scott Deschenes
Email Address: linda.ray@desmoinespool.org

PAYMENT CERTIFICATION

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)):

Authorized District Signature
Authorized District Signature
Authorized District Signature

6/15/2023 6/16/2023
Date Date

SUBMIT SIGNED DOCUMENT TO:
King County Accounts Payable
Attn: Special Districts
401 5th Avenue, Room 323
Seattle, WA 98104
Email: SpecialDist.AP@kingcounty.gov
Fax: (206) 263-3767

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### Special District Voucher Approval Document

**District Name:** Des Moines Pool Metropolitan Park District  
**File Name:** AP_DMPOLPRK_APSUPINV_20230615112258.csv

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<td>VOLT</td>
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Special District Voucher Approval Document

Scheduled Payment Date: 06/23/2023
Total Amount: $8,424.15
Control Total: 7
Payment Method: WARRANT

District Name: Des Moines Pool Metropolitan Park District
File Name: AP_DMPOLPRK_APSUPINV_20230621125356.csv
Fund #: 170950010

CONTACT INFORMATION
Preparer's Name: Scott Deschenes
Email 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)):

Scott Deschenes 6/21/2023
Authorized District Signature Date

Joe Durand 6/21/2023
Authorized District Signature Date

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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: ___________________
## District Name: Des Moines Pool Metropolitan Park District

### File Name: AP_DMPOLPRK_APSUPINV_20230621125356.csv

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<td>SNURE LAW OFFICE</td>
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<td>05/01/2023</td>
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Special District Voucher Approval Document

Scheduled Payment Date: 06/27/2023
Total Amount: $9,544.81
Control Total: 4
Payment Method: WARRANT

District Name: Des Moines Pool Metropolitan Park District
File Name: AP_DMPOLPRKAPSUPINV_20230622154717.csv
Fund #: 170950010

CONTACT INFORMATION
Preparer's Name: Scott Deschenes
Email Address: linda.ray@desmoinespool.org

PAYMENT CERTIFICATION
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)):

Scott Deschenes  6/22/2023
Authorized District Signature  Date

Joe Deschenes  6/23/2023
Authorized District Signature  Date

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<td>APRIL STIPEND.</td>
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MIDWAY SEWER DISTRICT | 62523MSD | | 06/25/2023 | $577.21 | 4/25-6/25 SEWER SERVICES |
NORTHWEST LANDSCAPING SERVICES | CDS0312384 | | 07/31/2023 | $604.34 | JULY 23 LANDCAPE SERVICES |
NORTHWEST LANDSCAPING SERVICES | CDS0303221 | | 06/01/2023 | $604.34 | JUNE 23 LANDSCAPE SERVICES |
ELECTRONIC PAYMENT REQUEST FORM

Payment Date 6/15/2023

PAYMENT INFORMATION

☐ ACH Credit - Pay Code (BENXX, GENXX, PAYXX) ___________ ☐ ACH Debit - Pay Code (COLXX) ___________ ☐ Automatic Withdrawal

☐ Book Transfer (Last 4 digits of the account) From ___________ To ___________ ☐ Wire – Repetitive Wire Code ___________

DISTRIBUTION INFORMATION

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<th>Explanation / Description</th>
<th>Fund (9 digits)</th>
<th>Project (7 digits)</th>
<th>Cost Center (6 digits)</th>
<th>Account (5 digits)</th>
<th>BARS (7 digits)</th>
<th>Future (5 digits)</th>
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BANK INFORMATION FOR WIRE PAYMENTS (for non-repetitive wires only)

Payee ___________________________ Address ___________________________ City ___________________________ State ___________ Zip ___________

Bank Name ___________________________ Routing Number ___________________________ Account Number ___________________________

Reference ___________________________

CONTACT & AUTHORIZATION (Certification of Payment - RCW 42.24.080)

Agency/Special Purpose District Des Moines Pool MPD

Contact Name Scott Deschenes Title District GM Phone Number 206.429.3852 Email scott.deschenes@desmoinespool.org

Signer Name Joe Dusenbury Title Clerk of the Board Phone Number 206.429.3852 Email mypeggysue@me.com

Signature ___________________________

Date 6/13/2023

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

**Payment Date:** 6/30/2023

**Payment Information**
- ACH Credit - Pay Code (BENXX, GENXX, PAYXX)
- ACH Debit - Pay Code (COLXX)
- Book Transfer (Last 4 digits of the account) From
- To
- Automatic Withdrawal
- Wire - Repetitive Wire Code

**Distribution Information**

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<th>Explanation / Description</th>
<th>Fund (9 digits)</th>
<th>Project (7 digits)</th>
<th>Cost Center (6 digits)</th>
<th>Account (5 digits)</th>
<th>BARS (7 digits)</th>
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**Bank Information for Wire Payments (for non-repetitive wires only)**

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**Contact & Authorization (Certification of Payment - RCW 42.24.080)**

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<th>Agency/Special Purpose District</th>
<th>Title</th>
<th>Phone Number</th>
<th>Email</th>
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<tbody>
<tr>
<td>Des Moines Pool Metropolitan Park District</td>
<td>District General Manager</td>
<td>206.429.3852</td>
<td><a href="mailto:scott.deschenees@desmoinespool.org">scott.deschenees@desmoinespool.org</a></td>
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<th>Signer Name</th>
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<tr>
<td>Joe Dusenbury</td>
<td>Clerk of the Board</td>
<td>206.795.4832</td>
<td><a href="mailto:mypeggysue@me.com">mypeggysue@me.com</a></td>
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I, the undersigned, do hereby certify under penalty of perjury, that the payment is due and payable, that the payment is just, due, and unpaid obligation, and that I am authorized to authenticate and certify to said payment.

Signature__________________________

Date 6/23/2023
Des Moines Pool Métropolitain Park District

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<th>AGENDA ITEMS SUMMARY SHEET</th>
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<td><strong>Agenda Item #:</strong> 8a</td>
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<td><strong>Under:</strong> Old Business</td>
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<td><strong>Subject:</strong> Aquatics Manager Report – Quarter 2 (April-June 2023)</td>
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**Background/Summary:**
The Aquatics Manager will be making the Second Quarter (Q2) Report. This report will contain a physical report from April-June (Q2), Q&A with the board and a short discussion on a potential tour of the facility. He will also discuss the current Summer 2023 (July-August).

New reports include attendance and residency. Feedback from this meeting will be used to improve the reports.

| Fiscal Impact: | N/A |
| Proposed Motion: | No motion. Informational only. |

Reviewed by District Legal Counsel: Yes ADD No Date: ADD

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<td>N/A First Board Meeting (Informational)</td>
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<td>N/A Second Board Meeting (Action)</td>
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<th>Action Taken:</th>
<th>Adopted Rejected Postponed</th>
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Follow-up Needed: Yes No Report back date: 

**Notes:**
- Aquatics Manager Q2 (April-June) Physical Report
- Monday, Wednesday and Friday Attendance Reports (Spring Lessons)
OVERALL VISITATION REPORT (QUARTER 2 MONTHLY REPORT 2023)

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DAILY AND MONTHLY BREAKDOWN

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

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### SWIM LESSON PARTICIPATION

This report is for April 17th – June 17th, 2023. At this time, we offered Monday Afternoon (4:30pm-7:00pm), Wednesday Afternoons (4:30pm-7:00pm) and Saturday Mornings (8-11:15am):
### Saturday's, April 22nd - June 17th, 2023

<table>
<thead>
<tr>
<th>GROUP LESSONS</th>
<th>Instructors Available During This Time*</th>
<th># of Group Classes Offered*</th>
<th>Total Served (Max 5 Per Class*)</th>
<th>Waitlist Participants</th>
<th>% of Capacity (No Privates)*</th>
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<tbody>
<tr>
<td>Parent/Child</td>
<td>1</td>
<td>1</td>
<td>11/10</td>
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<td>8:00am</td>
<td>4</td>
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<td>100%</td>
</tr>
<tr>
<td>8:40am</td>
<td>4</td>
<td>4</td>
<td>20/20</td>
<td>4</td>
<td>100%</td>
</tr>
<tr>
<td>9:20am</td>
<td>4</td>
<td>4</td>
<td>19/20</td>
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<td>95%</td>
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<tr>
<td>10:00am</td>
<td>4</td>
<td>4</td>
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<td>100%</td>
</tr>
<tr>
<td>10:40am</td>
<td>3</td>
<td>3</td>
<td>15/15</td>
<td>6</td>
<td>100%</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>4 (avg)</strong></td>
<td><strong>20</strong></td>
<td><strong>105/105</strong></td>
<td><strong>33</strong></td>
<td><strong>100%</strong></td>
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### Monday's, April 17th - June 12th, 2023

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<th>Instructors Available During This Time*</th>
<th># of Group Classes Offered*</th>
<th>Total Served (Max 5 Per Class*)</th>
<th>Waitlist Participants</th>
<th>% of Capacity (No Privates)*</th>
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<td>105%</td>
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<td>93%</td>
</tr>
<tr>
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<td>3</td>
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<td>14/15</td>
<td>10</td>
<td>93%</td>
</tr>
<tr>
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<td>4</td>
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<td>20/20</td>
<td>3</td>
<td>100%</td>
</tr>
<tr>
<td>6:00pm</td>
<td>3</td>
<td>3</td>
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<td>10</td>
<td>100%</td>
</tr>
<tr>
<td>6:30pm</td>
<td>3</td>
<td>3</td>
<td>16/15</td>
<td>4</td>
<td>107%</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>3 (avg)</strong></td>
<td><strong>18</strong></td>
<td><strong>100/100</strong></td>
<td><strong>37</strong></td>
<td><strong>100%</strong></td>
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### Wednesday’s, April 19\textsuperscript{th} – June 14\textsuperscript{th}, 2023

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<th># of Group Classes Offered*</th>
<th>Total Served (Max 5 Per Class*)</th>
<th>Waitlist Participants</th>
<th>% of Capacity (No Privates)*</th>
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<tbody>
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<td>Parent/Child</td>
<td>2</td>
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<td>20/20</td>
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<td>100%</td>
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<tr>
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<td>100%</td>
</tr>
<tr>
<td>5:00pm</td>
<td>2</td>
<td>2</td>
<td>10/10</td>
<td>0</td>
<td>100%</td>
</tr>
<tr>
<td>5:30pm</td>
<td>3</td>
<td>3</td>
<td>15/15</td>
<td>4</td>
<td>100%</td>
</tr>
<tr>
<td>6:00pm</td>
<td>3</td>
<td>3</td>
<td>15/15</td>
<td>0</td>
<td>100%</td>
</tr>
<tr>
<td>6:30pm</td>
<td>3</td>
<td>3</td>
<td>16/15</td>
<td>6</td>
<td>107%</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>3 (avg)</strong></td>
<td><strong>15</strong></td>
<td><strong>86/85</strong></td>
<td><strong>20</strong></td>
<td><strong>101%</strong></td>
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### SWIM LESSON ATTENDANCE

#### MONDAYS: 4/17-6/12

**4:30pm**

*Preschool 2*

- 1/5 students passed.
- 2/5 students showed up to 6/7 or more classes.
  - 1 student missed zero classes.
  - 1 student missed one class.
  - 1 student missed two classes.
  - 2 students missed six classes.

*Learn-to-Swim 2*

- 1/4 students passed.
- 3/4 students showed up to 6/7 or more classes.
  - 2 students missed zero classes.
  - 1 student missed one class.
  - 1 student missed two classes.

*Learn-to-Swim 3*

- 0/5 students passed.
- 4/5 students showed up to 6/7 or more classes.
  - 1 student missed zero classes.
  - 3 students missed one class.
  - 1 student missed two classes.

*Parent & Child 2*

- 1/11 students passed.
- 6/11 students showed up to 6/7 or more classes.
  - 2 students missed zero classes.
  - 4 students missed one class.
  - 2 students missed two classes.
  - 1 student missed four classes.
1 student missed 5 classes.
1 student missed zero classes.

5pm

Preschool 1
- 2/5 students passed.
- 2/5 students showed up to 6/7 or more classes.
  - 1 student missed zero classes.
  - 1 student missed one class.
  - 1 student missed four classes.
  - 1 student missed five classes.
  - 1 student missed six classes.

Learn-to-Swim 1
- 1/5 students passed.
- 5/5 students showed up to 6/7 or more classes.
  - 2 students missed zero classes.
  - 3 students missed one class.

Learn-to-Swim 1
- 5/5 students passed.
- 5/5 students showed up to 6/7 or more classes.
  - 3 students missed zero classes.
  - 2 students missed one class.

Parent & Child 1
- 10/10 students passed.
- 2/10 students showed up to 6/7 or more classes.
  - 2 students missed one class.
  - 4 students missed two classes.
  - 3 students missed three classes.
  - 1 student missed four classes.

5:30pm

Preschool 2
- 0/5 students passed.
- 3/5 students showed up to 6/7 or more classes.
  - 1 student missed zero classes.
  - 2 students missed one class.
  - 2 students missed two classes.

Preschool 3
- 6/6 students passed.
- 4/6 students showed up to 6/7 or more classes.
  - 2 students missed zero classes.
  - 2 students missed one class.
  - 2 students missed two classes.

Learn-to-Swim 2
- 5/5 students passed.
- 4/5 students showed up to 6/7 or more classes.
  - 4 students missed one class.
  - 1 student missed six classes.

Learn-to-Swim 3
- 1/5 students passed.
- 4/5 students showed up to 6/7 or more classes.
  - 3 students missed zero classes.
  - 1 student missed one class.
1 student missed three classes.

6pm

*Learn-to-Swim 1*
- 4/5 students passed.
- 4/5 students showed up to 6/7 or more classes.
  - 2 students missed zero classes.
  - 3 students missed one class.
  - 1 student missed all classes.

*Learn-to-Swim 3*
- 2/5 students passed.
- 5/5 students showed up to 6/7 or more classes.
  - 1 student missed zero classes.
  - 4 students missed one class.

*Learn-to-Swim 4*
- 2/5 students passed.
- 1/5 students showed up to 6/7 or more classes.
  - 1 student missed zero classes.
  - 3 students missed two classes.
  - 1 student missed five classes.

6:30pm

*Preschool 1*
- 2/5 students passed.
- 2/5 students showed up to 6/7 or more classes.
  - 1 student missed zero classes.
  - 1 student missed one class.
  - 3 students missed two classes.

*Learn-to-Swim 2*
- 3/6 students passed.
- 5/6 students showed up to 6/7 or more classes.
  - 3 students missed zero classes.
  - 2 students missed one class.
  - 1 student missed two classes.

*Learn-to-Swim 5*
- 4/5 students passed.
- 4/5 students showed up to 6/7 or more classes.
  - 4 students missed zero classes.
  - 1 student missed six classes.

**WEDNESDAYS: 4/19-6/14**

4:30pm

*Preschool 2*
- 2/5 students passed.
- 5/5 students showed up to 6/7 or more classes.
  - 1 student missed zero classes.
  - 4 students missed one class.

*Learn-to-Swim 2*
- 1/5 students passed.
- 3/5 students showed up to 6/7 or more classes.
  - 3 students missed one class.
  - 2 students missed three classes.
Parent & Child 2
- 0/10 students passed.
- 8/10 students showed up to 6/7 or more classes.
  o 5 students missed zero classes.
  o 3 students missed one class.
  o 2 students missed three classes

5pm
Preschool 1
- 3/5 students passed.
- 4/5 students showed up to 6/7 or more classes.
  o 3 students missed zero classes.
  o 1 student missed three classes.

Parent & Child 1
- 9/10 students passed.
- 6/10 students showed up to 6/7 or more classes.
  o 5 students missed zero classes.
  o 1 student missed one class.
  o 1 student missed three classes.
  o 3 students missed four classes.

5:30pm
Preschool 2
- 4/5 students passed.
- 3/5 students showed up to 6/7 or more classes.
  o 2 students missed zero classes.
  o 1 student missed one class.
  o 2 students missed two classes.

Learn-to-Swim 1
- 4/5 students passed.
- 3/5 students showed up to 6/7 or more classes.
  o 3 students missed zero classes.
  o 2 students missed two classes.

Learn-to-Swim 1
- 5/5 students passed.
- 2/5 students showed up to 6/7 or more classes.
  o 2 students missed one class.
  o 3 students missed two classes.

6pm
Preschool 1
- 5/5 students passed.
- 4/5 students showed up to 6/7 or more classes.
  o 2 students missed zero classes.
  o 2 students missed one class.
  o 1 student missed three classes.

Learn-to-Swim 2
- 5/5 students passed.
- 4/5 students showed up to 6/7 or more classes.
  o 2 students missed zero classes.
2 students missed one class.
1 student missed three classes.

Learn-to-Swim 4
- 5/5 students passed.
- 4/5 students showed up to 6/7 or more classes.
  - 4 students missed one class.
  - 1 student missed two classes.

6:30pm
Learn-to-Swim 1
- 4/5 students passed.
- 3/5 students showed up to 6/7 or more classes.
  - 3 students missed one class.
  - 2 students missed two classes.

Learn-to-Swim 3
- 5/5 students passed.
- 5/5 students showed up to 6/7 or more classes.
  - 2 students missed zero classes.
  - 3 students missed one class.

Learn-to-Swim 5
- 6/6 students passed.
- 6/6 students showed up to 6/7 or more classes.
  - 5 students missed zero classes.
  - 1 student missed one class.

Saturdays: 4/22-6/17

8am
Preschool 1
- 1/5 students passed.
- 1/5 students showed up to 6/7 or more classes.
  - 1 student missed zero classes.
  - 4 students missed five classes.

Learn-to-Swim 1
- 2/5 students passed.
- 2/5 students showed up to 6/7 or more classes.
  - 1 student missed zero classes.
  - 1 student missed one class.
  - 2 students missed five classes.
  - 1 student missed all classes.

Learn-to-Swim 2
- 2/5 students passed.
- 2/5 students showed up to 6/7 or more classes.
  - 2 students missed zero classes.
  - 1 student missed two classes.
  - 1 student missed three classes.
  - 1 student missed all classes.

Adult
- 5/5 students passed.
- 1/5 students showed up to 6/7 or more classes.
  - 1 student missed one class.
  - 2 students missed two classes.
2 students missed three classes.

8:40am
Preschool 1
• 1/5 students passed.
• 3/5 students showed up to 6/7 or more classes.
  o 1 student missed zero classes.
  o 2 students missed one class.
  o 2 students missed three classes.

Preschool 1
• 4/5 students passed.
• 1/5 students showed up to 6/7 or more classes.
  o 1 student missed zero classes.
  o 2 students missed two classes.
  o 1 student missed three classes.
  o 1 student missed five classes.

Learn-to-Swim 2
• 1/5 students passed.
• 2/5 students showed up to 6/7 or more classes.
  o 2 students missed one class.
  o 1 student missed three classes.
  o 1 student missed four classes.
  o 1 student missed five classes.

Learn-to-Swim 3
• 1/5 students passed.
• 5/5 students showed up to 6/7 or more classes.
  o 3 students missed zero classes.
  o 2 students missed one class.

9:20am
Preschool 2
• 1/5 students passed.
• 4/5 students showed up to 6/7 or more classes.
  o 2 students missed zero classes.
  o 2 students missed one class.
  o 1 student missed two classes.

Learn-to-Swim 1
• 3/5 students passed.
• 1/5 students showed up to 6/7 or more classes.
  o 1 student missed one class.
  o 3 students missed two classes.
  o 1 student missed six classes.

Learn-to-Swim 2
• 3/4 students passed.
• 4/4 students showed up to 6/7 or more classes.
  o 2 students missed zero classes.
  o 2 students missed one class.

Learn-to-Swim 4
• 5/5 students passed.
• 5/5 students showed up to 6/7 or more classes.
  o 4 students missed zero classes.
  o 1 student missed one class.

10am
Preschool 3
• 6/6 students passed.
• 5/6 students showed up to 6/7 or more classes.
  o 2 students missed zero classes.
  o 3 students missed one class.
  o 1 student missed 2 classes.

**Learn-to-Swim 2**
• 3/5 students passed.
• 1/5 students showed up to 6/7 or more classes.
  o 1 student missed one class.
  o 3 students missed two classes.
  o 1 student missed six classes.

**Learn-to-Swim 3**
• 0/4 students passed.
• 1/4 students showed up to 6/7 or more classes.
  o 1 student missed zero classes.
  o 2 students missed three classes.
  o 1 student missed all classes.

**Learn-to-Swim 5**
• 0/5 students passed.
• 3/5 students showed up to 6/7 or more classes.
  o 1 student missed zero classes.
  o 2 students missed one class.
  o 1 student missed two classes.
  o 1 student missed three classes.

10:40am

**Learn-to-Swim 1**
• 2/5 students passed.
• 1/5 students showed up to 6/7 or more classes.
  o 1 student missed zero classes.
  o 1 student missed two classes.
  o 1 student missed three classes.
  o 1 student missed five classes.
  o 1 student missed six classes.

**Learn-to-Swim 4**
• 4/5 students passed.
• 1/5 students showed up to 6/7 or more classes.
  o 1 student missed one class.
  o 1 student missed two classes.
  o 2 students missed three classes.
  o 1 student missed five classes.

**Parent & Child 1**
• 0/10 students passed.
• 7/10 students showed up to 6/7 or more classes.
  o 4 students missed zero classes.
  o 3 students missed one class.
o 1 student missed three classes.
o 1 student missed 5 classes.
o 1 student missed all classes.

SPECIAL EVENTS- April Pool’s Day (4/15) (sold out)

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

Overview of Pool Operations:

Staffing:
• Blended learning lifeguard classes completed in April & June 2023.
• Recertification course June 2023.
• WSI classes completed end of June 2023.
• Increased staff to 40+ for summer programming.

Programming Notes:
• Scholarship Information: $620 allocated to scholarships from overages of grant.
• Private Party Rentals: Reinstall on the 2nd 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 PTSA’s scheduled:
  ▪ Parkside – May 20th, 2023 (cancelled week before)
• Alaska Airlines training dates/times
  - May 8th & 10th (1:00pm-3:00pm)
  - June 5th & 7th (1:00pm-3:00pm)
  - August 7th and 9th (1:00pm-3:00pm)
  - September 11 & 13th (1:00pm-3:00pm)
  - October 9th & 11th (1:00pm-3:00pm)
  - November 6th & 8th (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:
  - June 1st repair backflow valve

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

Outreach: Valley View Fair

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.
## SPRING (2023) SWIM LESSON RESIDENCY

### MONDAY EVENINGS

<table>
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<tr>
<th>Lesson Dates:</th>
<th>Lesson:</th>
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<tr>
<td>April 17 - June 12 2023</td>
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<tr>
<td>April 17 - June 12 2023</td>
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<td>4</td>
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<td>5</td>
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<tr>
<td>April 17 - June 12 2023</td>
<td>Learn-to-Swim 3</td>
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<td>5</td>
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<td>4</td>
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<tr>
<td>April 17 - June 12 2023</td>
<td>Learn-to-Swim 5</td>
<td>3</td>
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<td>5</td>
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**Total Number of Lessons: 18**

### WEDNESDAY EVENINGS

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**Total Number of Lessons: 15**
### SATURDAY MORNINGS

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Total Number of Lessons: 20

**TOTALS**

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<td>Monday</td>
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<td>Saturday</td>
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Total Number of Lessons: 53

**PERCENTAGE TOTALS**

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<td>Milton</td>
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**Total In Class**

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<tr>
<td><strong>Under:</strong></td>
<td>Old Business</td>
</tr>
<tr>
<td><strong>Subject:</strong></td>
<td>August Closure/Projects</td>
</tr>
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</table>

**Background/Summary:**
The Aquatics Manager will discuss a potential closure in late-August to freshen the water to remove a high amount of calcium in the pool.

This process will take about five to eight days, and the aquatics manager will also discuss projects during that time to best utilize the closure.

The project will be held between the end of swim lessons and the start of the swim team, which is estimated to be August 18 through 24.

**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:**
- PPT of August Closure
August Closure & Projects

July 25, 2023, Regular Board Meeting

Pool Closure Process

- SCHEDULE B/W LESSONS & SCHOOL SEASON

- Empty Pool – 2-3 days
  - Will keep a little water in bottom for cracks
  - Start Friday after lessons

- Refill pool - 2-3 days
  - Est. Over weekend

- Treat and Reheat Pool - 1-2 days
  - Est. Early next week

- TOTAL – 5 – 8 days
Potential Projects

• Staff/Contractors:
  • Facility Deep Clean
  • Removal of Excess Items

• Contractors/Maintenance:
  • Pipe Support (ASS)
  • 2nd Backwash Valve Replacement (ASS)
  • Shower Recirculation Repair (MM)

Challenge

• HSD did not notify us of starting practices by June 1 deadline
• Want to start on Monday, August 21
• We have requested they start Thursday instead
Questions

July 25, 2023, Regular Board Meeting
Des Moines Pool Métropolitain Park District

AGENDA ITEMS SUMMARY SHEET

<table>
<thead>
<tr>
<th>Agenda Item #:</th>
<th>8c</th>
<th>Assigned to:</th>
<th>Aquatics Manager</th>
<th>Meeting Date:</th>
<th>07/25/23</th>
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<tr>
<td>Under:</td>
<td>Old Business</td>
<td>Attachment:</td>
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**Subject:** Intro 2 Swim Class Partnership

**Background/Summary:**
The Des Moines Pool Metropolitan Park District (Mount Rainier Pool) is partnering with the Seattle Metropolitan Aquatic Club (SMAC) to offer a swim class to give children the opportunity to see if they are interested in participating on a swim team.

SMAC swim coaches will teach all registered participants a 12 class, one month program with one hour of swim training. The program is open to all youth, who have completed level 4 or higher in swim lessons or can pass a swim-equivalency test.

The program took longer to negotiate, but staff felt it was a good opportunity for children to take in our community. Our goal is to work to subsidize this program in future years and work with the school district to get more participation. We hope this will lead to more lifelong swimming.

We are working with legal to complete an attachment to the agreement that will be presented in August. We hope this will better formalize the partnership.

**Fiscal Impact:** SMAC will receive free pool space.

**Proposed Motion:** No motion at this time.

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:**
- No attachments at this time.
### AGENDA ITEMS SUMMARY SHEET

**Agenda Item #:** 8d  
**Assigned to:** District GM  
**Meeting Date:** 07/25/23  
**Under:** Old Business  
**Attachment:** No

**Subject:** Financial Report – Q2, April-June 2023

**Background/Summary:**

The report is still in progress as we are almost complete entering information into the system. We will have a report ready in August.

**Fiscal Impact:** N/A

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

**Reviewed by District Legal Counsel:** Yes  
**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
- Report back date: ___________

**Notes:**
No Attachments.
### AGENDA ITEMS SUMMARY SHEET

**Agenda Item #:** 8e **Assigned to:** District GM **Meeting Date:** 7/25/23

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

**Subject:** District Clerk Update

**Background/Summary:**
The District GM (DGM) is recommending changing the position of District Clerk to a Front Desk Specialist (or other more marketable job name). This position could help create more stability and customer service for the front desk at the Mount Rainier Pool, while making the role of the clerk more attractive for a quality candidate. It would also provide the position with a place to work, while the district further pursues eliminating the district offices.

The DGM also plans on pursuing bookkeeping options as either a one-time or long-term option and feels the summer after government tax season may be the best time to pursue a consultant. He is working on putting an RFQ together for these services that will be presented at a future meeting.

(7/25/23 Update) Attached is the updated job description from feedback at the June 27 board meeting. Commissioner Campbell has reviewed it and her recommendation was incorporated.

If this position is approved, we estimate 6-8 weeks to fill it, with an additional 4-6 weeks of training.

**Fiscal Impact:**
Full Year Comparison – pay $58,052.80 to $70,636.80 + benefits $9,288.50 to $11,301.89 + elimination of current district clerk position (5/12 of remaining year)

**Proposed Motion:** I move to approve Front Desk/Administrative Specialist position.

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:** Attachments
- Front Office/Administrative Job Description
Job Description

Mount Rainier Pool
22722 19th Avenue S
Des Moines WA 98198
(206) 824-4722
info@mtrainierpool.com

Job Title: Front Desk/Administrative Specialist
Reports to: Aquatics Manager and District GM
Classification: Full-time, non-exempt (hourly)
Compensation: $27.91 to $33.96 per hour (Grade 9), DOE + 16% benefits match (health and/or retirement)
Work Schedule: Monday-Friday, 6:30am-3:30pm with one-hour break (estimate work schedule)
Deadline: ADD DATE at 5:00pm

Overview:
This is a position that works at the front desk of the Mount Rainier Pool and works on other duties around helping customers, while performing administrative and clerical duties during slower times and pool cleaning times (1-3pm). See below for more information. The Mount Rainier Pool is governed by the Des Moines Pool Metropolitan Park District. The position will be full-time, non-exempt, receive vacation and holiday pay, and 16% benefits that can be applied to health benefits and/or retirement.

Essential Functions:
Front Office/Customer Service:
- Monitor daily performance of front office to ensure all records are completed accurately, efficiently and timely;
- Receive payment by cash, check, credit cards, vouchers, or automatic debits;
- Issue receipts, refunds, credits, or change due to customers;
- Count money in cash drawers at the beginning and ending of shifts to ensure that amounts are correct and that there is adequate change;
- Receive and help resolve customer complaints;
- Help train new employees in customer service policies, procedures, and best practices;
- Provide excellent customer service and ability to work as part of a team;
- Help maintain records and reports to managers;
- Identify and recommend solutions for office issues or problems;
- Prepares knowledge-based documents such as summaries and responses to frequently asked questions;
- Attend front office meetings and relay pertinent information to front office team members; and
- Balance daily deposits.

Administrative/Clerical:
- Process bi-monthly payroll for Mt. Rainier Pool employees. Process payments and benefit payments, monthly commissioner compensation payments and quarterly excise payments;
• Perform day to day financial transactions, including verifying, classifying, and recording accounts payable data;
• Reconcile the accounts payable ledger to ensure that all bills and payments are accounted for and properly posted;
• Verify and investigate discrepancies, if any, by reconciling vendor accounts and monthly vendor statements;
• Facilitate payment of invoices due by sending bill reminders and contacting clients;
• Generate reports detailing accounts payables status;
• Understands compliance issues around accounts payable processes (W-9, sales tax, etc.);
• As directed by the District General Manager, document standard work processes & maintain organized files for The District;
• Assist District General Manager in providing official District information to the public including public records and other agencies upon request; and
• Other duties as assigned.

Qualifications:

Knowledge of:

• Understanding of basic bookkeeping and accounts payable principles;
• Understanding of expense accounts and cost centers;
• Experience with spreadsheets and proprietary software;
• Understanding of record keeping and filing systems and practices; and
• Local government functions and practices a plus.

Ability to:

• Having a growth mindset and ability to learn new systems and processes;
• High degree of accuracy and attention to detail;
• Communicate effectively with verbal and written skills;
• Maintain effective record keeping systems, following established policies and procedures;
• Use resourcefulness and tact in public contacts in explaining procedures and regulations;
• Prepare financial and statistical reports;
• Operate standard office machines such as computers and copy machines; and
• Establish and maintain harmonious working relationships with other employees and the public.

Education and Experience:

Experience in bookkeeping, customer service and/or administrative experience or worked as an assistant in these areas. Education/training in bookkeeping or accounting a plus.

Other Considerations:

• Must be able to pass a WSP & FBI background check, and Financial Background Check.
Benefits
The District offers the following benefits to full-time employees.
- 16% benefits for Association of Washington Health Insurance and/or State of Washington Deferred Compensation Program (retirement);
- 10 days of annual sick leave;
- 10 days of annual vacation leave;
- State-observed holiday leave; and
- Competitive pay that is reviewed annually.

Equal Employment Opportunity
The District follows best practices including Equal Employment Opportunity (EEO). No person is unlawfully excluded from employment opportunities based on race, color, religion, national origin, sex (including gender identity, sexual orientation and pregnancy), age, genetic information, disability, veteran status, or other protected class. Our EEO policy applies to all employment actions, including but not limited to recruitment, hiring, selection for training, promotion, transfer, demotion, layoff, termination, rates of pay or other forms of compensation.

How to Apply:
To apply for the position, please complete a Cover Letter with Salary Expectations, Resume, Work History and three Professional References. Position open until filled. First review will be on ADD date.
### Subject: Aquatic Feasibility Study Update

**Background/Summary:**
The District GM is working to get a meeting setup with the school district. At the time of sending this agenda packet, no meeting has been setup. This meeting will affect how much water space can be available at the Mount Rainier Pool.

The District GM will give an update, as things can change between the time the information is sent out, and the meeting. The goal is to provide the most up-to-date information available.

Gene and Joe (Contracts Committee) attended the Tukwila City Council on Monday, July 17 where the Tukwila Pool presented their study to the City Council. I sent this out as a link with the weekly report on July 20.

I am meeting with the Contracts Committee on Saturday, July 22 to discuss the presentation and our study. I am also meeting with Stemper at their offices on Tuesday, July 25. I will bring any updates to the board 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:**
- No attachments at this time.
**Des Moines Pool Métropolitain Park District**

### AGENDA ITEMS SUMMARY SHEET

**Agenda Item #:** 8g  
**Assigned to:** District GM  
**Meeting Date:** 07/25/23  
**Under:** Old Business  
**Attachment:** Yes

**Subject:** Waterland Parade Wrap-up

**Background/Summary:**
The Mount Rainier Pool will be participating in the Waterland Parade on Saturday, July 22. This will be a summary of the event. Since the packet goes out on Thursday, July 20 there will be no information to attach.

**Fiscal Impact:** Staffing plus rubber ducks, and lost revenue from being closed. Estimate $1-$2k.

**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:**
- No attachments.
## AGENDA ITEMS SUMMARY SHEET

**Agenda Item #:** 9a  
**Assigned to:** District GM  
**Meeting Date:** 07/25/23  
**Under:** New Business  
**Attachment:** Yes

### Subject: 2023 Budget Process

**Background/Summary:**
The presentation will be about upcoming benchmarks for budget preparation including minimum wage, preliminary levy estimates and other data, and a preliminary plan for future meetings.

**Fiscal Impact:** N/A

**Proposed Motion:** No motion necessary.

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

### Two Touch Rule:

- **First Board Meeting (Informational)**  
  - To Be Determined  
  - 7/25/23

- **Second Board Meeting (Action)**  
  - To Be Determined

### Action Taken:

- Adopted
- Rejected
- Postponed

### Follow-up Needed:

- Yes
- No

**Notes:**
- MRSC Implicit Price Deflator Page ([Click here](#)) – Not attached.
- Attachment – 2024 Budget Process (PowerPoint Presentation)
(PROPOSED) 2024 Budget Process
Des Moines Pool Metropolitan Park District
July 25, 2023

2024 Budget Important Dates

- TBD – Economic Forecast
- Late-Sept. – 1st Preliminary AV
- Early Oct. – IPD/CPI Announced
- Early Oct. – 2024 Minimum Wage Announced
- End of November – Levy Due* to King County
- December - Budget Due* to King County

*Usually pass levy and budget at same time.
UPCOMING MEETING DATES

- September 26
  - Staffing
  - Programming for 2024
  - Benefits and Retirement

- October Retreat
  - Staffing Decision
  - Benefits and Retirement
  - 2024 Levy Estimate
  - Capital Reserve Update

- October 24
  - Preliminary Budget
  - Formalize Decisions from Retreat

- November 7 (Tentative) –
  - Budget Review Retreat
  - Capital Reserve Update

- November 14 –
  - Levy Hearing
  - Budget Hearing

- November 28 (Backup) –
  - Backup for Levy or Budget Issues

Work with Finance Committee on Review or Questions on Edits
Preliminary Staffing Items

2023
- Continue Training, Partnerships and Free Certifications (if available) – Ended in May 2023
- 9/30 M.W. Announcement - All Current Positions – Scale will autofill from updated minimum wage
- 2023
  - Added two ¾ time positions
  - Rehiring one
  - Combined Clerk with front Desks (July 2023)
- Downgrade second coordinator to Lead Head Guard
  - Will need to adjust benefits at 16% to match
- Increase Board Stipends
  - More business to cover
  - More meetings with study

2024 Recommendations
- Continue free trainings (no financial support) = continued growth
- Increase Lead Head Guard (formerly 2nd Aqtc Coordinator) to Aquatic Coordinator
  - Growth/Retention
- Look at adding PERS retirement
  - Retention/More attractive

Admin. Processes to Change/Explore

- Add bookkeeper contract
- Cancel Heartland agreement and add VisionMS payroll to current system
  - Currently manually enter info from Heartland to VisionMS
  - Heartland – issues/additional processes
7/21/23

REVENUE
2024 Budget

Slowed Growth

- Property Values expected to drop in 2024
- Minimum wage, competitive wages and services will continue to grow
- Able to use Levy Tax growth to meet gaps in past, but 2024 will be more difficult
HSD Lease (Loss of Revenue)

Loss of Revenue
• Unable to program evenings on weekdays in deep end
• Loss of future revenue
• Refunds from existing pass holders
• Staff on teams unable to teach lessons
  • Practicing while swim lessons
  • Less availability
• Saturday mornings
  • Loss of swim lesson and private swim teams’ revenue

Increased Expenses
• Graffiti removal services contract
  • Counteract damage of pressure washing

Public Support for Bond
• No public open times equals no public support

CAPITAL PROJECTS

2024 Budget
CAPITAL PROJECTS

- Aquatic Feasibility Study results in September
- Overdue Projects:
  - Boiler
  - AHU
  - Surge Pit
    - Extend life with wrap
- Parking Lot Gate
  - More difficult than originally scheduled

LEVY PROCESS

2024 Budget
Estimated Slowed Growth for 2024

• 15.29% (2023)
• Slower growth in 2024
• Need to counteract with:
  • Increase fees
  • Explore NP fee conversation
  • HSD fees
  • Grants for scholarships

### July 2022 Countywide Assessed Value Forecast
Office of Economic and Financial Analysis

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<th>Tax Year</th>
<th>Value</th>
<th>Annual Growth</th>
<th>% Change from March 2022 Forecast</th>
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Questions?
**AGENDA ITEMS SUMMARY SHEET**

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<th>Assigned to:</th>
<th>Board President</th>
<th>Meeting Date:</th>
<th>7/25/2023</th>
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<td>Subject:</td>
<td>Good of the Order</td>
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**Background/Summary:**

1. **Good of the Order:** Around the table for board and staff to share any updates outside of the regular business on the agenda.

2. **Next board meeting (unless special meeting scheduled):**
   - August 22, 2023, Regular Board Meeting, 7:00 p.m., Location DMPMPD Office (22015 Marine Drive So. #2B, Des Moines, WA)

3. **End of Meeting:**

**Fiscal Impact:**

- Proposed Motion: No motion necessary.

- Reviewed by Legal Counsel: Yes _____ No _____ Date: N/A
- Two Touch Rule: N/A Committee Review
- First Board Meeting (Informational)
- Second Board Meeting (Action)

- Action Taken: Adopted _____ Rejected _____ Postponed _______
- Follow-up Needed: Yes _____ No _____ Reporting Back Date: _______
- Notes:
  - No attachments.