



Des Moines Pool Metropolitan Park District

August 26, 2025

7:00 p.m.

Hybrid (DMPMPD District Office and Remote Online)

MINUTES REGULAR MEETING

CALL TO ORDER/ROLL CALL

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

PLEDGE OF ALLEGIANCE – Commissioner Dusenbury led the flag salute.

ADOPTION/MODIFICATIONS OF AGENDA – Commissioner Thorell presented the board and district with the opportunity to participate in putting together the opening ceremony for the Des Moines/Kent transit station. She gave a list of organizations who would be involved and asked if the board and district were interested in participating to reach out to her so she could forward the information to the Sound Transit contact.

ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS – District GM Deschenes announced the Mount Rainier Pool is closed due to a flow issue due to air moving through the system, a propeller issue, or something with the strainer basket. District GM Deschenes said the vendor who came out was unable to fix the problem, but Aquatic Specialty would be out in the morning (August 27th). District GM Deschenes mentioned that announcements would go out to the public regarding reopening potentially in the evening on August 27th if Aquatic Specialty can fix the flow issue. Lastly, District GM Deschenes let the board know he would also keep them informed on all updates.

District GM Deschenes let the board know that the District would be at the Des Moines Waterfront Farmer's Market with Gene Achziger. Resident Gene Achziger invited the other commissioners to join the farmer's market on Saturday as well.

PUBLIC COMMENT – Resident Gene Achziger mentioned that he is working on trying to get an invitation from the Satterberg Foundation who gives grants related to swim lessons and other aquatic related activities. But you can only apply if you've been invited.

6a. CONSENT AGENDA

Commissioner Campbell moved to approve the Consent Agenda including the vouchers and electronic transfer requests processed in July 2025 totaling \$153,618.04. Commissioner Dusenbury 2nd. The motion passed 4-0.

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

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

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

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

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OLD BUSINESS

7a. Next Steps: Levy Planning

District GM Deschenes presented a project goal to plan, develop, and secure passage of a levy lid lift with a tentative completion year of 2028, that aligns with the District's capital plan, operational needs, and the community's expectations for a safe and sustainable pool. District GM Deschenes went over the key points and benchmarks for the project which included research & consultant selection, feasibility & early outreach, final plan & ballot filing, and election & implementation. District GM Deschenes went over strategic goals.

Commissioner Dusenbury commented that the wording regarding our intentions for the levy lid lift should be changed to eliminate confusion with the community. Commissioner Dusenbury commented that we need to make it clear that our goal is to build a new facility, not renovate the current facility. President Young and Commissioner Campbell agreed. District GM Deschenes commented that he would work on rewriting the project to better reflect the District's goals.

7b. Stakeholder Results and Next Steps

District GM Deschenes mentioned to the board that this agenda item was postponed at the July 24 regular meeting so that all commissioners could be present. Since Commissioner Stender is not present at this meeting, District GM Deschenes asked the board if this agenda item should be postponed again. Commissioner Dusenbury asked what more was needed for the list. District GM Deschenes summarized the tier 1 priorities for the Fall 2025 focus.

Resident Gene Achziger mentioned curiosity about the local PTSA group. Scott and Gene talked about discussing the stakeholders list at the farmer's market on Saturday.

7c. 50th Anniversary Planning

District GM Deschenes presented the dedicated timeline for the 50th Anniversary event including the start time at noon on Sunday, September 21, 2025, including a welcoming speech from President Shane Young. District GM Deschenes suggested meeting about two weeks prior to the event to go over the timeline in detail. District GM Deschenes continued to go through the timeline of the event, mentioned talking points for board members who wished to write their speech, went over the plans for setup before the event and shared the invitation letter and flyer that is to be mailed to each dignitary via email and physical mail. You can see copies of the timeline, invitation letter and flyer in the agenda packet.

District GM Deschenes shared the Commemorative Forward Thrust Pools list that he put together for the public outreach committee and a Now and Then memorabilia flyer for The Mount Rainier Pool that shows a comparison of the pool from 1975 when the pool opened until present day. District GM Deschenes presented a photo of the new rubber ducks that will be handed out at the event.

District GM Deschenes presented a photo and quote for the plaque to honor The Mount Rainier Pool for the 50th Anniversary event. District GM Deschenes listed some alternative ideas to the plaque in case the board felt the cost of the plaque was too high. The board members discussed alternative materials, placement of the plaque, and alternatives for a less expensive plaque. District GM Deschenes agreed to investigate alternative ideas.

District GM Deschenes moved on to discuss marketing and promotion methods for the event including local blog & online news, school & family channels, social media platforms, local media outlets, and Civic & business channels.

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District GM Deschenes asked the board if there were any other marketing or promotional methods he was missing. Commissioner Dusenbury asked if the District GM reached out to the family members of the person being honored on the plaque. District GM Deschenes stated he had reached out to two organizations and was unsuccessful in getting any information.

Resident Gene Achziger asked if the district wants a proclamation from the City of Des Moines. District GM Deschenes was undecided but asked the board for their opinions. Commissioners Thorell, Dusenbury and Campbell all agreed that a proclamation would be a great idea. Resident Gene Achziger offered to ask for one.

7d. Highline School District Lease Update

District GM Deschenes notified the board that while the Highline School District has not sent the District a new lease; there was some good news in that the Highline School District added an addendum to the current lease that states for the 2025-2026 school season, the Highline School District will begin to pay \$20 per lane per hour and \$200 per swim meet for scoreboard rentals. With this new addendum, the Des Moines Metro Pool District estimates this will generate around \$30,000 - \$35,000 in revenue to help offset the direct costs of providing these services. Commissioner Dusenbury asked if this was a first touch item or if they were approving this tonight. District GM Deschenes stated that if the board preferred to wait for a second touch on this item, that was acceptable, but this was available to approve at this time. Commissioner Thorell moved to approve an addendum to the existing lease agreement between the Des Moines Pool Metropolitan Park District and the Highline School District for the 2025-2026 school season. Commissioner Campbell 2nd. The motion passed 4-0.

7e. Policy 535 Cash and Deposit Management (second touch)

District GM Deschenes revisited policy 535 Cash and Deposit Management. He reminded the board that during the audit, we received recommendations from SAO that our policy better track our processes. District GM Deschenes stated that the original policy was written before the district took over operations of the pool. The new policy was presented as a first touch at the July 22, 2025, regular meeting and matches the processes we follow at the pool. District GM Deschenes recommended the board approve the new policy 535 Cash and Management to better comply with SAO's processes. President Young agreed. Commissioner Campbell moved to approve the updated policy 535 Cash and Deposit Management. Commissioner Dusenbury 2nd. The motion passed 4-0.

7f. AWC-RMSA Trainings/Onboarding

District GM Deschenes shared a table of training classes and events and stated that when we switched insurance carriers from WCIA to AWC-RMSA, we received a lower rate because we agreed to enroll in these training events and classes. The table lists which classes, how often the classes need to be taken, which staff members are required to participate, length of each class, and the required number of training hours each staff member is required.

NEW BUSINESS

7g. 2025 Fall Test Rate (first touch)

District GM Deschenes presented the board with a new test rate for the Fall 2025 schedule called Swim with your Kids. Due to the overwhelming success with pool usage from youth (up to 188%), thanks to the King County Parks/Des Moines Legacy Foundation grants for \$11,414. It also increased adult usage (up to 140%). The District GM Deschenes informed the board of the remaining amount available for the free youth swimming program and recommended that the District implement a free youth swim training to run from August 31st to October 25th. District GM Deschenes also recommended testing a new rate structure to encourage parents to swim with their children during family, open

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swim, and lap swim (so long as the parent and child share a lane). The breakdown of rates is available in the agenda packet. Commissioner Dusenbury asked for clarification on the funding for the rate testing. Commissioner Dusenbury moved to approve the \$2.00 swim with your kids' rate to be tested through the end of 2025. Commissioner Campbell 2nd. Motion passed 4-0.

7h. Quarter 2 Financial Report (April-June 2025)

District GM Deschenes presented the second quarter (Q2) financial report, April – June 2025 for the Mount Rainier Pool. A copy of the report is included in the August 26 agenda packet.

7i. Boiler Water Tank Project – Critical Purchase

District GM Deschenes notified the board that the boiler water tanks are in critical condition and need to be replaced as soon as possible. He went on to say that this project has been postponed a few times for issues regarding grants. The District's contracted maintenance provider stated they would need 14-16 weeks to source the water tanks and if the current water tanks were to break down, it could lead to a 3–4-month closure. District GM Deschenes recommended sole-sourcing the water tanks through our maintenance provider and store them. In the event of an emergency, work with MacDonald Miller to install as an emergency project, but ideally reopen the project to source an Engineer of Record to bid for a contractor to complete the project. Commissioner Campbell moved to approve the District General Manager to negotiate with MacDonald Miller to purchase and store two (2) new AO Smith 200-gallon hot water storage tanks not to exceed \$85,000. Commissioner Dusenbury voiced concern about the procurement policy due to the amount of the purchase. Our policy states that formal sealed bidding procedures must be used for purchases over \$50,000 unless the purchase can be made through a Designated Purchasing Cooperative, a Cooperative purchase, or Bid Exception (which includes emergency repairs). Due to this being a critical situation, and because we are sole sourcing these boiler water tanks. An addition to our procurement policy will be added to accommodate this purchase type of purchase. Commissioner Dusenbury 2nd the motion. The motion passed 4-0.

7j. Electrical Emergency Repair Overage

District GM Deschenes notified the board that MacMiller discovered additional issues and provided the attached change over order in the amount of \$2651 plus WSST. The changeover was approved by the finance committee on August 19, 2025. The original NTE was \$42,410 for the electrical emergency repair on Resolution 2025-07 that was approved at the July 22 regular board meeting.

7k. CivicRec Document Management

District GM Deschenes informed the Board that CivicPlus agreed to waive the \$3500 cost for document management software with potential to waive the cost for 2026 as well. This software provides a secure way to download documents with personal information used to prove eligibility for program scholarships. District GM Deschenes asked the board to pass the motion to enter into the agreement with CivicPlus. Commissioner Dusenbury moved to authorize the District General Manager to sign the attached agreement for a one-year trial for Document Manager Add-on through June 2026. Commissioner Campbell 2nd. The motion passed 4-0.

8a. Scholarship Program Updates (first touch)

District GM Deschenes presented the board with a request to work with the finance committee to update and rework the scholarship program policy and processes (online and physical), as well as explore non-resident scholarships. District GM Deschenes looked into new eligibility guidelines and requirements, spoke with legal, and discovered some ways that could help families in the community be able to easily apply for our scholarships. The goal is to work with

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the finance committee and have a draft completed by the September board meeting for approval or edits and pushed to October for approval, then fully implemented by December in time for the winter swim lesson registration.

8b. Policy 320 Admissions, Credits and Refunds (first touch)

District GM Deschenes presented recommended the district update the Policy 320 Admissions, Credits, and Refunds per recommendations from SAO during the 2019-2023 audit. The main update would be tracking the credits to comply with SAO. And then after three years, any unclaimed credits will be sent to the state's unclaimed revenue department. District GM Deschenes informed the board that he would send the new policy out in the upcoming week for edits and hopefully have it in the September packet for approval.

8c. August Closure Update

District GM Deschenes announced that the Mount Rainier Pool reopened on August 25, 2025, but unfortunately had to close again on August 26, 2025, due to possible air in the system from draining the pool over the closure. District GM Deschenes explained that this is common. The district is hopeful that the pool will reopen on August 27, 2025, for evening activities. District GM Deschenes discussed the details behind the repairs, cleaning, and installation of the new payment system terminals during the closure with photos which are included in the packet and announced some new issues that were discovered that would be discussed at future meetings. Finally, District GM Deschenes briefly discussed and shared a list of projects for the late February/March closure.

8d. SAO Free Services: Lean Process Improvement and Team Building

District GM Deschenes announced that the district will be working with SAO on some free services known as Lean Process Improvement and Team Building. For the Lean Process Improvement, our team will be focused on improving our payroll process and potentially other processes in the future. District GM Deschenes mentioned the only cost could be the Clifton Strengths team building.

9a. ES1: Complaint Against a Public Employee

District GM Deschenes announced that they were to the executive session portion of the meeting. District GM Deschenes gave control of the meeting to Board President Young. Board President Young and District GM Deschenes estimated the executive session would take approximately 15 minutes. Board President Young began the executive session to discuss a complaint against a public employee at 8:06pm. The executive session ended at 8:20pm. There was no action taken.

9b. ES2: Review Performance of a Public Employee

Board President Young remained in control of the meeting for executive session number 2. Board President Young and District GM Deschenes estimated the executive session would take approximately 10 minutes. President Young began the executive session at 8:20pm. The executive session ended at 8:30pm. No action was taken.

10 Good of the Order

There were no comments or announcements for this section.

Adjournment

With no further business to discuss. The meeting adjourned at 8:31pm.

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
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
UPCOMING MEETINGS


- September 9, 2025, Special Meeting**, Location: Hybrid (DMPMPD Offices and Online)
- August 23, 2025, Regular Board Meeting, 7:00pm, Location: Hybrid (DMPMPD Offices and Online)


Respectfully submitted by Angela Melum, District Clerk.


Des Moines Pool Metropolitan Park District Board of Commissioners


Signed by:

Commissioner Young

Signed by:

Commissioner Dusenbury

Signed by:

Commissioner Campbell

Signed by:

Commissioner Stender

Signed by:

Commissioner Thorell

Signed by:

District Clerk Melum

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