



Des Moines Pool Metropolitan Park District

December 10, 2024

7:00 p.m.

Hybrid (DMPMPD District Office and Remote Online)

MINUTES REGULAR MEETING

CALL TO ORDER/ROLL CALL

President Young called the meeting to order at 7:00 p.m. Also, present were Commissioners Campbell, Dusenbury, and Stender; District General Manager Deschenes, District Clerk Melum and Resident Gene Achziger. Commissioner Thorell logged in at 7:07 p.m.

PLEDGE OF ALLEGIANCE – Commissioner Dusenbury led the flag salute.

ADOPTION/MODIFICATIONS OF AGENDA – Commissioner Campbell moved to approve the agenda. Commissioner Stender 2nd. Motion passed 4-0.

ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS – The District General Manager made three important announcements.

First, he clarified that the amended levy increase was adjusted to correct a scrivener's error, reducing the increase for the period from 2024 to 2025 from 88% to 87%.

Second, Quentin Knox has accepted the position of assistant swim coach for the Mount Rainier High School swim team. He will modify his schedule to accommodate his coaching responsibilities.

Finally, the district has been selected by Parks and Recreation Business to write an article about the district's process for applying for grants. The District General Manager mentioned that anyone interested in contributing to the article should note that it will be due in January 2025.

PUBLIC COMMENT – Gene Achziger notified the board that the City of Des Moines budget would be very tight this year.

6a. CONSENT AGENDA

Commissioner Campbell moved to approve the Consent Agenda including the vouchers and electronic transfer requests processed in November 2024 totaling \$131,939.32. Commissioner Stender 2nd. The motion passed 5-0.

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. Community Advisory Committee Outline

The District General Manager presented an outline for a citizen advisory committee, which was developed with input from the Public Outreach Committee. The District General Manager is currently working on updating the outline, meeting with the School District Capital Advisory Committee, and preparing an application for the citizen advisory committee.

Commissioner Campbell expressed concerns about the composition of the committee and the availability of individuals to fill the proposed roles. In response, Commissioner Stender suggested forming a smaller group of diverse individuals who are committed to serving on the committee.

The District General Manager stated that he would provide more information at the board meeting scheduled for January 28, 2025. A copy of the report is available in the agenda packet for the meeting on December 10.

7b. 2025 Rate Discussion

The District General Manager reviewed the rates that were approved during the Board Meeting on November 12, 2024. This included a comparison with another local pool district, as requested by the board. Additionally, the District General Manager discussed the key talking points and the flyer outlining the rate changes. All information will be made public on the following business day.

7c. Architect (Engineer) of Record

The District General Manager informed the board that it needs to hire a new architect or engineer of record to conduct a sealed-bid process due to the complexity of the air handler for the Best Starts for Kids grant, which amounts to \$1.438 million. President Young suggested issuing a Request for Qualifications (RFQ) and mentioned that he would reach out to the District General Manager the following day to discuss the process. This process will involve advertising the RFQ to both architects and engineers, creating a roster, and ensuring that every project is evaluated by the board. The District General Manager will present updated materials at the Regular Board Meeting on January 28, 2025.

7d. Resolution 2024-10 MRSC Small Works Roster & KCYAS Grant Update

The District General Manager presented information about the Request for Quotation (RFQ) and bid process for the King County Youth Amateur Sports and Recreation Facilities. This project will be divided into two parts. The first part involves pool plumbing, which includes the installation of filter media, repairs to the pool plumbing, and a strainer basket. This portion is estimated to cost around \$95,000. The second part pertains to the boiler and domestic water systems, which involves replacing the boiler's water tanks and upgrading the shower stall plumbing, estimated at approximately \$100,000. The total grant amount for both projects is \$213,000.

Additionally, the District General Manager highlighted the necessity of passing Resolution 2024-10, regarding MRSC Rosters for Small Public Works. This resolution is required by each public agency effective July 1, 2024. Commissioner Thorell moved to approve Resolution 2024-10 for MRSC Rosters Small Public Works. Commissioner Campbell seconded the motion, and it passed unanimously with a 5-0 vote.

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7e. Resolution 2024-05 Unclaimed Property

The District General Manager reported that all account credits not claimed by patrons for over three years have been sent to the State of Washington's Unclaimed Property Department. For the year 2024, the total amount of unclaimed credits was \$2,635.80. A check and a list of these credits were sent to the State of Washington, and each patron on the list will receive a personalized letter explaining how to claim their credit. Commissioner Campbell moved to approve Resolution 2024-05 regarding Unclaimed Property. Commissioner Dusenbury seconded the motion. The motion passed with a vote of 5-0.

7f. Resolution 2024-08 Cancelled Warrants

The District General Manager presented the unclaimed warrants for 2024. All canceled checks have been reissued to staff and vendors. Commissioner Stender moved to approve Resolution 2024-08 regarding the warrant cancellations. Commissioner Thorell seconded the motion, which passed with a unanimous vote of 5-0.

7g. Resolution 2024-09 Transfer to Capital/Amendment to 2024 Budget

The District General Manager presented the recommendation for transfer to the Capital Reserve Fund. Normally the district would allocate any non-contracted, emergency maintenance, plus an additional \$75,000 directly allocated to the capital reserve fund. Unfortunately this year the district has had many emergency repairs due to the age of the facility, and had to use all non-contracted, emergency maintenance. This resolution will bring the allocated funds to the capital reserve fund from \$600,000 to \$675,000 Commissioner Stender moved to approve Resolution 2024-09 Amendment to Fiscal Year 2024. Commissioner Dusenbury 2nd. Motion passed 5-0.

7h. Insurance Update

The District General Manager informed the board that he has submitted applications for insurance quotes to three companies: AWC-RMSA, CIAW, and Enduris. Currently, AWC-RMSA is the only organization that has applied for the grant, and their estimate is over \$13,500 less than the proposed fees from Washington Cities Insurance Agency (WCIA) for 2025.

The District General Manager asked the board if they would like him to send a notice to WCIA indicating their intention to switch insurance providers in 2025. The next meeting is scheduled for the third Friday of January, which may occur before the next regular board meeting.

Commissioner Campbell moved to give Washington Cities Insurance Agency (WCIA) notice of intent to terminate their insurance arrangement. Commissioner Stender seconded the motion. The motion passed unanimously with a vote of 5-0.

7i. Overpayment Update

The District General Manager notified the board that the overpayment for the District General Manager was resolved.

NEW BUSINESS

8a. KCYAS MY Backyard Allocation (first touch)

The District General Manager talked about the King County "Get Active, Stay Active" grant, which amounts to \$10,000. Initially, he had planned to allocate this funding for daily admissions; however, the language in the grant

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agreement requires written proof of expenditures. He mentioned the need to rewrite parts of the grant and proposed potentially using a portion of the funds to cover a secure FTP site and complete website translation.

The District General Manager suggested using approximately \$3,000 for about 300 ten-visit passes, but he noted challenges in achieving participation due to documentation issues. Commissioner Campbell raised concerns about the potential problems with community-rated free lunches and how they may impact the documentation of financial need. Commissioner Thorell added that there are historical requirements for documentation that must be considered.

Commissioner Campbell also proposed the idea of establishing a data-sharing agreement to assist applicants in obtaining the necessary information. The District General Manager stated that he would conduct further research and report back to the board.

(Notice, since this meeting, King County Parks has dropped their requirement for financial proof of assistance.)

8b. Admission and Refund Policy Update

The District General Manager mentioned that he intended to address this item earlier but chose to focus on the budget process instead. He recommends updating the policy to include coverage for the fees associated with electronic funds transfers (EFTs). The District General Manager noted that the board typically follows a two-touch rule, but these changes to the EFT policy should be implemented before January.

Commissioner Thorell moved to approve the updated Policy 320 regarding Admissions and Refunds, and Commissioner Stender seconded the motion. The motion was passed with a unanimous vote of 5-0.

A copy of the revised Policy 320 Admissions and Refunds can be found in the agenda packet for December 10.

8c. 2025 Board Meeting Dates and Times (first touch)

The District General Manager provided a preliminary meeting schedule that will be finalized at the Regular Board Meeting on January 28, 2025. A copy of this tentative meeting schedule is included in the agenda packet for December 10.

8d. Emergency Repair, Pool Surge Pit Plumbing

The District General Manager notified the board that the pool would be closed for emergency repairs on Thursday, December 12. This temporary fix involves the surge pit's flange and is intended to buy time until a full repair can be completed as part of the King County Youth Amateur Sports Grant in March 2025. The emergency repair has been completed, and the Finance Committee has been informed. The District General Manager explained that the closure date was chosen to coincide with an away school meet. Additionally, he mentioned that there would be an additional repair costing approximately \$1,000 for the shower stalls.

8e. SAO Interview and Exit Interview

The District General Manager informed the board that the accountability audit for the State of Washington is currently in progress. Staff members are actively providing information to the auditor. A exit interview for the audit will be scheduled, and all board members will be invited to attend. This may be designated as a special meeting and will be published in accordance with state requirements.

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GOOD OF THE ORDER

None.

ADJOURNMENT


With no further business the meeting was adjourned at 8:16 p.m.

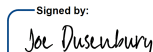
UPCOMING MEETINGS

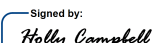
- January 28, 2025, Regular Board Meeting, 7:00pm, Location: Hybrid (DMPMPD Offices and Online)


Respectfully submitted by Scott Deschenes, District General Manager.

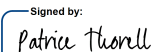
Des Moines Pool Metropolitan Park District Board of Commissioners

Signed by:

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 Commissioner Young

Signed by:

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 Commissioner Dusenbury

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 Commissioner Campbell

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 Commissioner Stender

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 Commissioner Thorell

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