

# VASHON PARK DISTRICT BOARD OF COMMISSIONERS

## MEETING MINUTES

Ober Park, Performance Room, 7:00 pm

**DATE: Tuesday, November 27, 2018**

Commissioners attending: Bob McMahon, Karen Gardner, Doug Ostrom, Hans Van Dusen, Abby Antonelis

Staff attending: Elaine, Jason

ISSUE	DISCUSSION AND OUTCOME	FOLLOW UP
<b>Call To Order &amp; Agenda Review</b>	The meeting was called to order and the agenda was reviewed at 7:10 PM by Doug Ostrom.	
<b>Public Comment</b>	<p>Captain Joe: Every seat is full. Sunday, December 2 is the Lighthouse Open House at Point Robinson hosted by the Keepers of Robinson 12-4.</p> <p>Citizen 1: I am for a dog park, I am regretful that I didn't know that was a possibility and I didn't come to the meetings when it was being discussed.</p> <p>Elaine: A group called Vashon Unleashed is talking with a number of different organizations about it, so it's ongoing. We worked on it but were unable to find a property that would work in the Park District.</p> <p>Captain Joe: Sunrise Ridge Board is working with Vashon Unleashed. The next meeting is in December and it's an open meeting.</p>	
<b>Soccer Club – Report + After Hour Fee</b>	<p>Darragh Kennan: The soccer club thanks Parks for all the great support via access to the fields and for the support from the staff, in general. 320 kids registered this year. We are also building adult programming and indoor soccer. To give back to the community, we are considering a booster team with the school district and we lent money to the middle school so that they could buy new uniforms for the girl's team.</p> <p>Overage fee: If we rent three gyms at one time, why do we have to pay three separate gym rental fees?</p> <p>Elaine: It's a part of the access fee policy. The intent, when that was implemented, is to cover overtime cost for personnel. It also, likely, serves as a deterrent to work past 9pm at night because normal hours are 5-9pm M-F and 9am-5pm weekends. It is simple billing to have each person have their separate hourly fee. An alternative option: If two groups are sharing the gym space, two overage fees for the two separate groups.</p> <p>Karen: \$22.05/ hour seems reasonable to me.</p> <p>Hans: So do they work overtime?</p> <p>Elaine: No.</p> <p>Elaine: We need to make a change to the language in the Access Fee Policy. Does that work for</p>	<p><b>Hans: Move to change the “yellow” part in this Access Fee Policy to cover per</b></p>

	<p>everyone?  <b>Hans: I move to change the “yellow” part in this Access Fee Policy to cover per organization per day.</b>  <b>Bob: Second.</b></p>	<p><b>organization per day.</b>  <b>Bob: Second.</b></p>
<p><b>RJ’s Kids - BARC</b></p>	<p>Judith Neary: We won a \$150,000 youth athletics grant toward the skate park. We were the only nonprofit that applied out of eight organizations. We wanted the Pump Track and now we want to go bigger. I didn’t know what the skate park was really about until I started reading the Master Plan, for the vision of the skate park, written 10 years ago. This promotional video is about where we are headed for the skate park. This is Grind Line’s proposal for the Pump Track project.</p> <p>Phase 1 was the bowl. Phase 2 is the Pump Track. Phase 3 is an ADA walking path the entire way around and a climbing wall so that the whole community can be involved in this space, not just skateboarders. There’s a seating area, skate features, and outdoor exercise course.</p> <p>*Pump Track video*</p> <p>Fundraising Event: Art for the BARC event, we are going to have local artists, kids, and anybody who wants to paint or embellish a skateboard and then auction those off. We are also planning a few outdoor concert fundraisers.</p> <p>Can we go for Phrase 3?  Karen: How does Phrase 3 effect what we want to do with Ober Park?  Judith: The more ADA parks, the better.  Abby: Yes, of course. Is there anything else inclusive in your park besides the ADA walking trail?  Judith: Inclusive of all ages and diversity of skills and hobbies. We want to bring unique attributes to the Barc Park, like the climbing wall.  Doug: Do we need extra staffing for the climbing wall?  Grindline Rep: No, it won’t have ropes, there is no staffing. These are fairly typical structures found a lot of places.  Elaine: There should be well-advertised sessions for public comment. Don’t get too married to a particular concept; it’s good practice to make sure you strategize with community members, at large.  <b>Abby: Move to go forward on Phase 3.</b>  <b>Karen: Second.</b>  Marco Gaul: I want to get the Park’s Stewardship Group back together. I’m the only member at the moment and I want to re-implement monthly meetings.  Elaine: Enduris feels strongly, in order to embrace, having dirt jumps, you need to put together a maintenance and inspection plan. King County has contact with Evergreen- that’s who does their inspections. So if you can line up that kind of plan then we can move forward.</p>	<p><b>Abby: Motion to approve RJ’s Kids moving forward with Phase 3.</b>  <b>Karen: Second</b></p>

<p><b>10.23.18 Minutes; 11.9.18 – 11.19.18 Preliminary Vouchers; October Vouchers</b></p>	<p>Bob: Move to Accept Hans: Second</p>	
<p><b>October Financial Report</b></p>	<p>Elaine: Levy – to date we have received \$16k over projected as indicated on the B2A. Admin – over \$5k budget</p> <ul style="list-style-type: none"> <li>• Personnel over by \$12k</li> <li>• Insurance up about \$4k</li> <li>• Offset by odds and ends.</li> </ul> <p>Maint – ahead \$54k</p> <ul style="list-style-type: none"> <li>• Revenue up \$8k (mostly due to Vashon Adventures concession fees- we take 10% of their gross maintenance revenue for Jensen Park)</li> <li>• Personnel under by \$18k due to high L&amp;I costs that have come down and benefits budgeted high</li> <li>• Materials under \$19k – no second topdressing</li> <li>• Outside services under \$6k – no 2<sup>nd</sup> topdressing</li> </ul> <p>Commons – over \$13k</p> <ul style="list-style-type: none"> <li>• Revenue down \$3k (much due to the Stadium closure during Lacrosse last spring)</li> <li>• Personnel up \$7k</li> <li>• Unbudgeted porta potty - \$2k</li> <li>• Unbudgeted telephone - \$1k</li> </ul> <p>Programs – ahead \$9300</p> <ul style="list-style-type: none"> <li>• Revenue exceeds costs for Ski School is a primary reason. It will even out once the costs hit in January. Going forward, budget for revenue and costs.</li> <li>• Wages are tight to budget in actuality; on the B2A we thought the BARC program grant would start in June whereas it is just starting.</li> <li>• Recreation Program guide coming in \$3k less than budgeted</li> </ul> <p>Pool Summer – over \$26k</p> <ul style="list-style-type: none"> <li>• Revenue under \$9k</li> <li>• Personnel over \$12k (Ann &amp; Derek pay increases; charging all of Ann here where the budget stipulated a JE to winter – too cumbersome)</li> <li>• Supplies over \$3k (big chemical purchase in June)</li> <li>• Utilities over \$2k</li> </ul> <p>Pool Winter - \$2k under budget</p> <ul style="list-style-type: none"> <li>• \$6k under in revenue</li> <li>• \$16k under in wages</li> </ul>	

	<ul style="list-style-type: none"> <li>• \$8k over in odds and ends (\$3k to education for Kelly and Ann LG cert; AFO cert; adv'g; computer)</li> </ul> <p>Pt Rob – under \$6700</p> <ul style="list-style-type: none"> <li>• pretty much all revenue</li> <li>• I moved the fence project from capital to Pt Rob per Capt Joe’s comment last meeting, but that cost is offset by odds and ends.</li> </ul> <p>Fern Cove – ahead \$9800</p> <ul style="list-style-type: none"> <li>• \$5k down in revenue</li> <li>• \$12k under in wages due to Recreation restructure &amp; not much maintenance</li> <li>• All else is odds and ends</li> </ul> <p>Capital – removed Pt Rob mower fix (\$2k), going to sell it;  Pool acid room fan removed – Derek says it is on the Seals, since it is Bubble related. Mike O’Conner is on it.  On track to end the year with \$479k, which exceeds the budgeted reserves by @ \$34k.</p>	
<p><b>Board Votes</b></p>	<p><b>Board Votes:</b></p> <p>1) Karen: I move that we accept the new expulsion policy, as provided by Elaine.  Bob: Second  <b>Pass 5-0</b></p> <p>2) Hans: I move to adopt the Resolution #18-25 and #18-26. Move to amend to \$1.4 million.  Abby: Second.  Elaine: 2019 Levy – to Truman’s comment, Hazel says you can either state the resolution high and get what you get when the time comes, or do it to the preliminary then submit a new resolution later. More time effective to just set it high. So asking \$1.4 million. So need to amend the motion for this higher amount.  <b>Pass 5-0</b></p> <p>3) Bob: I move to approval the new General Financial Management Policy.  Karen: Second  Elaine: At the last meeting, Truman asked if there are limits to how much we reserve. Per our auditor and for our Financial Management Policy:  “We are not aware of an RCW that details limits on reserve funds, so there isn’t anything stopping the District in regards to the dollar amount or percentage that reserve funds can be. That said, our office normally recommends operating reserves to cover 60 days of expenses. For Capital reserves, we recommend a percentage that allows the District to cover expected projects and maintenance over a long(ish) term of years, usually 5 or 10.” I have amended the policy to reflect this recommendation.  <b>Passed 4-1 (Ostrom Opposed)</b></p>	<p><b>Motion to accept the new Expulsion Policy. Pass 5-0</b></p> <p><b>Motion to adopt Resolution #18-25 and #18-26. Pass 5-0</b></p> <p><b>Motion to approve the new General Financial Management Policy. Pass 4-1</b></p>

	4) Karen: Motion to approve the 2019 budget. Abby: Second <b>Passed 4-1 (Ostrom Abstained)</b>	<b>Motion to approve the 2019 Budget. Pass 4-1</b>								
<b>Surplus 2 trucks, 2 mowers, 1 trailer</b>	(text to come) ?: Motion to approve surplus 2 trucks, 2 mowers, and 1 trailer. ?: Second	<b>Motion to approve surplus 2 trucks, 2 mowers, and 1 trailer.</b>								
<b>Fire District Interlocal</b>	Elaine: At the last meeting, you proposed that the two Boards meet. No response with potential dates. They will discuss at their Board meeting tomorrow evening. I recommended a special meeting be called – they will discuss dates. They may invite you to their next Board meeting – Dec 27.	<b>Follow up item</b>								
<b>2020-2024 Levy</b>	<p>Elaine: November General Election: 8,961 registered voters in Vashon. Turnout in Vashon is currently estimated at 62% for the Nov 2018 general election. However, this estimate does not include a large chunk of ballots that were processed after election night. We'll have final turnout number available when the election is certified on November 27. The Beachcomber said 5,595 ballots cast (which is 62%). So the formula for our levy run is:</p> <table style="margin-left: 40px;"> <tr> <td>Active registered Voters:</td> <td style="text-align: right;">8,961</td> </tr> <tr> <td>Voters who voted 11/7/17</td> <td style="text-align: right;">5,595</td> </tr> <tr> <td>40% of votes cast/minimum to validate</td> <td style="text-align: right;">2,238</td> </tr> <tr> <td>60% of 40% minimum YES votes</td> <td style="text-align: right;">1,343</td> </tr> </table> <p>Elaine: At the last meeting, you asked me to forecast the Levy at .55. Yields \$177,348 more to the District in 2020 than a .50 levy. Cost to taxpayer = \$330 on a \$600k home. In 2020, we have our levy again in April.</p> <p>Doug: I think we need to have a cash management policy because the levy is not passed until April which leaves us with a very low budget for the first three months of 2020.</p>	Active registered Voters:	8,961	Voters who voted 11/7/17	5,595	40% of votes cast/minimum to validate	2,238	60% of 40% minimum YES votes	1,343	
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<b>Adjourn 8:45 pm</b>	<b>Bob moved to adjourn.</b>									
<b>Executive Session: Surplus Properties</b>										

Minutes by: Amanda Mahaffey