

# VASHON PARK DISTRICT BOARD OF COMMISSIONERS

## MEETING MINUTES

Ober Park, Performance Room, 7:00 pm

DATE: Tuesday, May 24, 2016

Commissioners attending: Lu-Ann Branch, Karen Gardner, Scott Harvey, Bob McMahon, Doug Ostrom. (Scott Harvey was delayed until after the meeting started.)

Staff attending: Jason Acosta, Elaine Ott

ISSUE	DISCUSSION AND OUTCOME	FOLLOW UP
<b>Call to order &amp; agenda review</b>	<b>The meeting was called to order by Karen Gardner at 7:00 PM. Karen reviewed the agenda.</b>	
<b>Public Comment</b>	<p><b>Capt. Joe: We had a great Kite Day on Saturday; there was no rain and it was a glorious day. A lot of people came from off Island. Low tide is June 5<sup>th</sup>. We appreciate the support from VPD.</b></p> <p><b>Mary: I have a request from the community: Could motions possibly be put on the web site so people can see what will be voted on?</b></p> <p><b>Lu-Ann: If Board members could get the information, too.</b></p>	<b>Elaine</b>
<b>April Minutes and Vouchers, Preliminary May6 – 20 Vouchers</b>	<p><b>Karen: Any corrections?</b></p> <p><b>Lu-Ann: I MOVE that we accept the minutes and vouchers as presented.</b></p> <p><b>Doug: SECOND.</b></p> <p><b>VOTE: 4-0 IN FAVOR. (Scott was not yet present.)</b></p>	<p><b>MOTION, SECOND TO ACCEPT THE MINUTES AND VOUCHERS AS PRESENTED.</b></p> <p><b>VOTE: 4-0 IN FAVOR</b></p>
<b>April Financial Report</b>	<p><b>Elaine: As a note, all budget categories on the white board includes new wages.</b></p> <p><b>Doug: What was it before?</b></p> <p><b>Lu-Ann: From unallocated funds.</b></p> <p><b>Elaine: The old budget is not included here; only the new budget. The wages are all reflected. Under admin, we are ahead 2400k. budget to actual: levy monies year to date variance is 20K ahead. I keep the forecast level. In admin, we budgeted for a part time person at \$13 per hour for the pool. No one would take the job at that wage. Jason has graciously offered 3300k to offer to the person. It was Kit's hire.</b></p> <p><b>Bob: So MOVED.</b></p> <p><b>Doug: SECOND.</b></p> <p><b>Karen: the vote will be held next week.</b></p> <p><b>Elaine: Jason is ahead 12k. I will take 3,300k. In Budget to Actual, it appears under materials, tools &amp; equipment and outside services. He will use it later on in the season. He is over 4K in extraordinary due to tree removal. He will add an ADA unit at Agren. Somebody blew up the porta-potty. There are two there</b></p>	<p><b>MOTION, SECOND TO MOVE MONEY FROM JASON BUDGET TO THE POOL ADMIN PERSON'S WAGES</b></p>

	<p>because one is always trashed/full. It is a busy time there right now. Commons is ahead 2600k. On programs, we adjusted the forecast to start in July, not June. On the pool operating budget, the only outstanding thing there is the Seals' payment. We received it in May. On pool CIP, the acid room was completed today. There is no final bill yet. On Pt. Robinson, we are ahead 15k in revenue. It is a timing issue. Scott will track ahead to bring his total ahead about 4200k for the year. Fern Cove will be over budget. There was a 5k reservation cancellation in June. They do pay a penalty.</p> <p>Capt. Joe: Whatever we come out with at the end had to go back into Pt. Robinson. We have an unlimited number of projects to attend to. Pt. Robinson is a bargain for the VPD.</p> <p>Elaine: We do track it. They were budgeted to lose money. The Other category is over by 12k. The TAN is fully paid off. We will need it again in July and we will need it again in 2017.</p>	<p>Agenda item.</p>
<p><b>Board Motions:</b></p>	<p>1) <i>Motion to Approve the VMIHA KC grant application</i>  <b>Karen:</b> I am interested in who put the motion on the agenda about the grant.  <b>Elaine:</b> The Horse Association. There is a 15k match. There is no request for funds from VPD. Lu-Ann made the motion, seconded by Bob.  <b>VOTE:</b> 5-0 in favor of motion.</p> <p>2) <i>Motion to Require that full funding be in place before a project begins.</i>  <b>Karen:</b> I wasn't here at the last meeting. Scott is not here as he said that he had a meeting in Kirkland.  <b>Tabled.</b></p> <p>3) <i>Motion to approve King County Youth Sport Facility Grant</i>  <b>Elaine:</b> This is a carry-over item from a prior meeting. It was tabled pending a meeting of Scott, me, Lu-Ann and Bob. I tasked Scott Bonney with two tasks. We believed that item (the pool drain) was taken care of by King County (KC). Tonight, a diver looked at it.  <b>Scott B.:</b> He has done the dive. A federal law requires pools to retrofit the main drain. This was implemented in 2009. KC did the retrofit, but failed to document and file a report. KC Department of Health is in charge. The pool inspector last year asked for the final report. I tried to pester KC. They said they would talk about it. They will just let it rattle around. We hired a diver for \$300. Drains must be independently connected in a Y formation. They are not in the proper formation. We talked to engineers as to how to mitigate it with KC. We can put a different cover over the drains. We might be able to do the Y, but, that would require draining the pool. They think that we can file a report. I am confident that we can get KC to allow us to do this. We have to work with our engineering people. Then we will file for an additional permit. It is unlikely they will shut us down.  <b>Doug:</b> Is it safe?  <b>Scott B.:</b> It is safe, but not up to federal law.  <b>Elaine:</b> Will we have to do the 79,000k fix?</p>	<p><b>VOTE: 5-0 TO APPROVE THE VMIHA KC GRANT APPLICATION</b></p> <p><b>MOTION TO REQUIRE FULL FUNDING BE IN PLACE BEFORE STARTING A PROJECT TABLED.</b></p>

**Scott B:** It depends on the County. The whole retrofit was done by KC. But we operate it and it is our liability. When the inspector revealed this, she did not use it as a mechanism to shut the pool. We need to get on that right away.

**Bob:** We will never get a certificate because they didn't adhere to their own standards. One is the distance from center line to center line and the other is the cover. We could turn one pump off. If you have one drain out, it might be passable. Even though this engineering group made this recommendation, it is a fairly common problem. Some pool covers have to be replaced. This is not the first time a retrofit has been done incorrectly.

**Karen:** We have a couple of choices short term.

**Scott B.:** Correct. They will not issue a short term solution. It is no longer a mystery.

**Capt. Joe:** A youngster drowned. Do we have that hazard?

**Scott B.:** The standard is not whether you get an independent engineer to assess it. The single question is whether it conforms to the federal rule.

**Bob:** The pool opening cannot be delayed. We have to act quickly.

**Lu-Ann:** We got this pool and we were told this was done.

**Scott B.:** The permit was approved. The issue came up because you have to periodically renew the permit. There is a pool data form that you fill out and it becomes part of the information submitted. We will send it immediately to the engineering people and we will come up with a plan.

**Bob:** At the Country Club, they have a sensor to detect problems.

**Scott B.:** It is a suction release valve. If it senses anything off, it shuts off. We won't wait long.

**Elaine:** When the engineering analysis came out, Scott got right on it. The other assignment was to identify the necessary items, in his mind, that were necessary and to cost them out. Costs have a 64.9% markup. I asked Scott to identify items that fell into the immediate category and update costs. He brought in Michael O'Connor, who is active with the Seals' Swim Team and he costed them. I highlighted those items.

**Karen:** Do we have priorities?

**Elaine:** Yes. Immediate needs and the other issue has to do with the condition the Seals are putting into this project. The condition is that they want items tagged that support the Board's support for looking at year-around use. They will come in and do a presentation shortly. The items that support year around use are really the same items that we have identified. We need to prove that what we are asking for will protect and/or increase the use of pool to those age 21 and under. So, the grant is a 75k grant with a 50% match. Seals 9375k. We commit a 7k minimum up to 10 k. We have 21k in the bank and I am asking for another 10k. This it to get additional monies. The next category for a 79k drain piece is not in this assessment. The main one is a new boiler. This next column includes all the items re-costed by Michael O'Connor. The third column is the same items with a retrofitted boiler, which is less than a new boiler. We are suggesting a retrofitted boiler. Our boiler is failing and is operating at 50% for our current use. A retrofitted boiler would operate at about 80% efficiency. A new boiler would operate at about 90%.

**Scott B.:** If you go to a year around use you are looking at major problems. A boiler operating at 50% would not work for a year around use. We know

what this boiler uses. It is under 10k in utilities today. So, we have to find a comparable pool that uses natural gas and a modern boiler. You can't have a pool with year around use with a bad boiler.

**Karen:** When do we have to make a decision?

**Scott H.:** What about the other 79k? Where is it coming from?

**Elaine:** That remains to be seen.

**Scott H.:** So something has to be done.

**Scott B.:** Correct.

**Scott H.:** I can't support that.

**Elaine:** A decision has to be made today.

**Bob:** What is the total?

**Elaine:** 114k.

**Scott:** 75 from grant, Seals and us.

**Bob:** If we get the grant, we couldn't do some of the other things we want to do.

**Karen:** I am in favor, but 79k is sufficient to make me worry.

**Elaine:** There is an opportunity cost. We will look at 114k in repairs anyhow.

**Scott B.:** Let's say, 79k, but the pool continues to operate this year. Can't we just ask for a larger amount in the grant?

**Elaine:** No, it caps.

**Karen:** A fallback special board session could be called.

**Bob:** If it turns out that we have to spend it, we have to spend it. If we go after the grant, we won't have gained anything.

**Scott H.:** I disagree. We need to get the priorities right here. We don't need a new boiler if we aren't going year around. Is it economically feasible?

**Doug:** The Seals' requirement seems to be driving it. If we tell them we are talking about a real safety issue, wouldn't they respond?

**Lu-Ann:** There isn't a tradeoff. Then what happens, we miss the grant, then we suck it from somewhere else.

**Elaine:** The boiler is in trouble.

**Scott B.:** The burners are not operating properly. The boiler is essential.

**Jason:** I have been bringing it up every year. We get solar when we can.

**Karen:** The worst case scenario is that drain problem would be a 79k fix.

**Lu-Ann:** KC is culpable. Go to the Ombudsman. They should pay for it.

**Scott B.:** You can argue with them about payment. The fact is we have a known safety issue. We don't have the luxury of waiting. Timing is immediate.

**Elaine:** The motion was seconded to approve.

**Scott H.:** When the motion was done, we didn't have these numbers. The boiler is not part of the motion.

**Elaine:** We talked about the grant going towards some of these issues.

**Scott H.:** I would argue at the expense of losing the grant, we should not proceed. General contractors will drive costs up. We should not use a general contractor.

**Elaine:** It would go out as a bid. If the bid is exceeded, we make modifications.

**Capt. Joe:** Is this a pressure vessel that has to be inspected every two years?

**Scott B.:** Yes.

	<p><b>Capt. Joe:</b> If it is short cycling, it is fairly simple. The auxiliaries cannot be fixed.</p> <p><b>Scott B:</b> The big one is that the heat exchanger is close to clogged. It is the biggest expense. It can be difficult to replace. We did the research on this one. We think that we can just change the heat exchanger. This is all included in the 79k.</p> <p><b>Scott H:</b> Why something is clogged and can't be unclogged.</p> <p><b>Scott B:</b> The instrument is fine, but it has baffles that are defective, which is the case here. Heat is not pushed into the water.</p> <p><b>Karen:</b> We can vote; we can amend the motion. I need feedback.</p> <p><b>Bob:</b> If we don't go for the grant and we have to operate the pool, we shut the pool down?</p> <p><b>Scott B:</b> If the boiler fails, we shut it down.</p> <p><b>Elaine:</b> There are other grants later on.</p> <p><b>Mary:</b> The money doesn't have to be spent right away. We can turn it back in.</p> <p><b>Scott H:</b> I wouldn't be against the motion until we had numbers in.</p> <p><b>Karen:</b> Can we get the numbers in before the grant application?</p> <p><b>Scott H:</b> We don't spend a penny until all the numbers are in.</p> <p><b>Elaine:</b> Contingent in what comes back in the bid process.</p> <p><b>Bob:</b> If we don't do this, we could delay it a year.</p> <p><b>Lu-Ann:</b> What is the wiggle room to bail?</p> <p><b>Elaine:</b> I don't know. It is politically a bad move to bail.</p> <p><b>Scott:</b> I want to AMEND THE MOTION that the District will not spend any money on the grant or the drain repair until we have a response to the invitation.</p> <p><b>Bob:</b> SECOND the amendment.</p> <p><b>Doug:</b> I regard it as a friendly amendment.</p> <p><b>VOTE:</b> 5-0 in favor of motion as amended.</p> <p><b>Capt. Joe:</b> Keep in mind that if we get it under false colors, it will not be received well.</p> <p><b>Karen:</b> If I was someone coming to the Board with 90% and I was turned away, I would be a bit disconcerted.</p> <p><b>Scott H:</b> We have been irresponsible. The intent is to raise the bar. With the boat house, they were coming up with the money. I thought we should make an exception.</p> <p><b>Karen:</b> If the user community thinks it is cast in stone.</p> <p><b>Lu-Ann:</b> That is my fear.</p> <p><b>Bob:</b> In large projects, there are progress payments.</p> <p><b>Scott H:</b> They have capitol bonds or something.</p> <p><b>VOTE:</b> 4-0-1 Lu-Ann abstaining. Motion carries.</p>	<p><b>FRIENDLY MOTION, SECOND, TO AMEND THE MOTION THAT THE DISTRICT NOT SPEND ANY MONEY ON THE GRANT OR THE DRAIN REPAIR UNTIL WE HAVE A RESPONSE TO THE INVITATION</b></p> <p><b>VOTE: 4-0-1</b></p>
<p><b>Pool Engineering Report</b></p>	<p><b>Recording Secretary Note:</b> Please see above discussion.</p>	
<p><b>Access Fee Policy: Field Scheduling Priority</b></p>	<p><b>Elaine:</b> I want to add youth sports will have priority scheduling over all other activities during their "regular sports season." With adult sports and youth sports going year around, a question has come up about priority booking. It is not policy. One user group has suggested booking it up a year in advance. The men's' soccer</p>	

**Booking**

team has had to be moved and they didn't like it.

**Jason:** Not only are we getting adults' soccer encroaching on lacrosse, but now the youth groups want to have the fields. It is their season. If we have room for others, I have booked them in. It depends on the condition of the fields. There are a couple of youth groups who are getting more competitive. They want more field time.

**Bob:** We need a definition of the word "season."

**Elaine:** It is defined as the 4-month period of time during which they operate.

**Bob:** We should say for soccer you have this, for lacrosse it is this.

**Jason:** I have had this conversation before. They see a field and see it is empty. It might be that it is being rested. They see it and they want to use it. We don't want the regular sports season pushed out.

**Elaine:** The other changes are bringing it up to speed.

**Capt. Joe:** What about the drop-ins?

**Elaine:** We have incidental use in our policy.

**Jason:** We might want to talk about skate park fees. I open it at 6:40 AM and it is shut by the Sheriff's office. I am seeing more vandalism. We had an attendant at one time.

**Elaine:** We may want to consider re-staffing it.

**Jason:** It is enclosed area vandalism. As soon as Spring Break came along, stuff was removed and I finally just pulled all of them. I gave them recorders. I don't know what is going on.

**Scott H.:** I don't think the pool should have a separate fee. It should just be under access fees. You would do it the same as the horse park. I think access fees should not be a separate item. It puts the swimming community at risk. It will never be profitable.

**Bob:** What is the difference between a general access fee and a special access fee?

**Elaine:** Special is separate. This is what we do for the pool.

**Scott:** It can be per person.

**Elaine:** I think that having it under special further defines it.

**Lu-Ann:** The pool is separate.

**Karen:** In the interest of time, I suggest we move on.

**Bob:** I MOVE that we approve the changes Elaine has made in this document.

**Lu-Ann:** SECOND.

**Karen:** We will vote at the next meeting.

**MOTION, SEC  
TO APPROVE  
CHANGES EL  
MADE TO TH  
ACCESS FEE  
POLICY.**

Agenda item.

**Subcommittee Reports**

**Karen:** We are almost done with the policy recommendations.

**Lu-Ann:** I don't want, here is a policy manual, now vote on it.

**Karen:** No. It will be individual.

**Scott H.:** It was good meeting with people at Agren. Lots of softball people were there. I asked about field conditions. Morgan had nothing bad to say about it. The outfield is lumpy; it has always been lumpy. I asked if they were worried about it. They said no.

**Jason:** As someone who deals with safety, as soon as somebody twists an ankle, it's an issue. The 90's was when we last dealt with it.

<b>Reserve Discussion</b>	<p><b>Scott:</b> It is important that we talk about reserves in advance. Our reserve is whatever is left over. I will recommend that we should have at least three reserves. One for unallocated items, one for permanent reserve of 300k before levies are collected, and one for a capital reserve (assets that we know need to be replaced). We would fund the reserve first. Recessions are predicted. We should have a capital reserve to handle our capital expenses.</p> <p><b>Bob:</b> You are talking about using regular money to put into reserves.</p> <p><b>Doug:</b> Wasn't there such a reserve for VES?</p> <p><b>Lu-Ann:</b> There were two pots of money: unallocated and allocated.</p> <p><b>Scott:</b> It was a large unallocated reserve.</p> <p><b>Capt. Joe:</b> The non-voter approved bond for 500k. There were bills to pay and no money.</p> <p><b>Lu-Ann:</b> As property values go up, we will be getting more money. What has happened in the past was to add programs rather than putting it away.</p> <p><b>Doug:</b> This presupposes no TAN</p> <p><b>Scott:</b> No TAN.</p> <p><b>Bob:</b> motion to adjourn, LA second.</p>	
<b>Adjourn</b>	<p><b>Bob:</b> I MOVE that we adjourn.</p> <p><b>Lu-Ann:</b> SECOND</p> <p><b>VOTE:</b> 5-0 to adjourn.</p> <p>(The meeting was adjourned at 8:50 PM.)</p>	<p><b>MOTION, SEC TO ADJOURN.</b></p> <p><b>VOTE: 5-0 IN FAVOR.</b></p>
<b>Next Meeting</b>	<b>June 14, 2016, 7:00 PM</b>	

Respectfully submitted by:  
Mary Reeves