

# VASHON PARK DISTRICT BOARD OF COMMISSIONERS

## MEETING MINUTES

Ober Park, Performance Room, 7:00 pm

**DATE: Tuesday, March 26, 2019**

Commissioners attending: Bob McMahon, Doug Ostrom, Hans Van Dusen, Karen Gardiner, 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 7:00 PM by Bob McMahon.	
<b>Public Comment</b>	<p>Captain Joe: I've been getting and have been booking a number of tours, the most recent one that I got was from a man who wants to propose marriage to his young lady at Point Robinson so we are going to do that. We've done that a number of times before and I always tell them that we can certainly make the proposal ceremony a very significant one but it's up to them to make a success out of the marriage.</p> <p>Captain Joe: And, I'm delighted to have news of Jason's son as a Bosan's mate. A Bosan's mate is a rating that goes back hundreds and hundreds of years and I'm just delighted that's what he chose to do.</p>	
<b>3.12.19 Minutes; 3.9.19 – 3.21.19 Preliminary Vouchers, February Vouchers</b>	<p>Elaine: Just for the record I do not have March 12<sup>th</sup> minutes –yet - we have yet another new minute taker.</p> <p><b>Karen: I move to approve the vouchers.</b></p> <p><b>Doug: Second</b></p> <p><b>Pass 5-0</b></p>	<b>Motion to approve 3.9.19 – 3.21.19 Preliminary Vouchers, February Vouchers Pass 5-0</b>
<b>February 2019 Financial Report</b>	<p><b><u>February Financial Report</u></b></p> <p>Elaine: Too soon to do Budget to Actual.</p> <ol style="list-style-type: none"> <li>1) Admin – tracking \$8k positive, \$5k due to having secured great pricing on the levy postcard.</li> <li>2) Maintenance – tracking \$12k positive. <ul style="list-style-type: none"> <li>• Payroll taxes is tracking \$3k under – I may have over-budgeted again.</li> <li>• All else is odds and ends.</li> </ul> </li> <li>3) Commons – tracking \$2k over. <ul style="list-style-type: none"> <li>• Revenue tracking \$4k over</li> <li>• Labor is tracking \$7k over, I suspect due to higher use of the Stadium and our having to lock it for 2 months. Longer Access hours than anticipated + more of Robin's time dedicated here.</li> </ul> </li> <li>4) Programs – at budget, although the \$100k is being pushed out (still in the planning stages – very time consuming in the face of BARC, Ski School, and now Sailing Camp).</li> <li>5) Pool Summer – tracking \$5k ahead all in payroll taxes/benefits, as I believe I over-budgeted.</li> </ol>	

	<p>6) Pool Winter – tracking at budget, despite:</p> <ul style="list-style-type: none"> <li>• Revenue already tracking \$8k low.</li> <li>• Offset by labor costs tracking \$7k low.</li> </ul> <p>Abby: Is that because they closed it down?  Elaine: No, I don't think so. Remember that we ended 2018 with it at budget and it was for the same reason even though revenue was down. Labor costs were commensurately down along with that. So ... these two variable costs are very parallel. We'll see how it plays out in the long run.</p> <p>7) Pt Rob – tracking \$9k ahead.</p> <ul style="list-style-type: none"> <li>• Journalled the pre-collected revenue from 2018 into 2019 to accurately reflect the budgets. Altered the starting cash in January by the same amount.</li> <li>• Labor is under by @ \$5k (just Marshall, maintenance, and housekeepers)</li> <li>• Extraordinary maintenance down \$2k (may have over-budgeted the painting job – waiting for final bills)</li> </ul> <p>8) Fern Cove – tracking \$2k ahead, mostly in labor costs</p> <p>9) CIP – The \$155k project list is noted in the upper right corner. If we get the Ober grant, we are effectively having to move the 2020 budget for this into 2019 and push off purchasing trucks (besides, not prudent to purchase 2 new trucks until we know the shake-out from the levy elections this year)</p> <p>10) RFA/Other – ahead \$3500 due to an RFA donation from Vashon Hoops for basketball use  Ending cash at \$309k is already ahead \$44k ahead of projected (starting cash was \$29k ahead).</p>	
<p><b>Board Vote</b></p>	<p><b>Board Vote:</b>  Karen: Motion to approve Ken Fulton moving forward on polishing up the community chalkboard design, sorting out costs and material, discussing funding with VIGA, and determining KC permit needs.  Doug: Second  Pass 5-0</p>	<p><b>Motion to approve Ken Fulton moving forward on polishing up the community chalkboard design, sorting out costs and material, discussing funding with VIGA, and determining KC permit needs. Pass 5-0</b></p>
<p><b>Pt Robinson Lighthouse Modifications/Tours</b></p>	<p>Elaine: We finally received a letter from the Coast Guard concerning the reinstatement of tours at the lighthouse. Our lease with the Coast Guard expires – it's a five year lease – at the end of July, 2019. So, they phrased the suspension of the tours in the context of meeting documented safety protocols and procedures that we have implemented or will implement to prohibit the occurrence of any future accidents at the</p>	

property as a condition to renewing the lease. So, to that end, last summer, Bob and Eric, Jason and I put together our own internal recommendations that we thought we should take a look at in terms of safety modifications to the top of the tower.

We recommended that we add four vertical handholds at 28 inches at the top of the stairwell because the railing comes up and then it stops and it's just a flat wall there as you are coming up over the last four-to-five feet.

Jason: Four is too many. Four will not fit. If we get them done, we will have three made and install two, and have an extra there because I'm also putting a handhold on this other side.

Elaine: I thought we had talked about doing a bronze post. It's a two inch bronze post, 40 inch to center of the curve in front of the lantern, so that's included in this. From that post we would connect two chains to the top of the stairwell at the top of the hand hold when people are present in the lantern room so a chain would come across the top and it would come across the midpoint. We talked about raising the existing rail in front of the lantern to 40 inches, it's currently 33 inches. These are based on OSHA standards that Jason had researched. We talked about adding, too, a midcourse rail in front of the lantern. So as it is right now, if there is a child up there, the 40 inches, the child could, without a mid bar, could slip through. And, adding in more nonslip pads to the tower steps. Cost if our maintenance guys do it, \$2500.

In terms of procedures, we want to be firm about there being no more than two individuals plus the tour guide in the tower at any one time, to include those on the outer deck. The tour guide would lock the door at the museum level after ushering in two individuals or post a volunteer at the museum level to ensure no additional entrance.

Karen: And the reason for that is?

Elaine: So that we don't have people coming up and down the stairs without knowing exactly where everybody is at all times.

Bob: Plus the guide.

Karen: If you have a group of 20 that means two at a time?

Elaine: Yes. Also, all tour participants, this is an Enduris recommendation, sign a liability waiver at the museum level prior to the tours. Another alternative would be to post signs that effectively say "Enter at your own risk."

On the exterior deck, we have an existing 4Culture grant to fix the [deck] – we had an engineering study done – several years ago where he determined that rebar is starting to deteriorate as it does in these old lighthouses. It's not a safety problem but we want to get in front of it and have the rebar and decking fixed. So, it's a \$19,000 4Culture grant. We thought in concert with that, that we raise the exterior rail to 42 inches. It's currently 31 inches. We don't have a cost on that. We assume it's going to be in excess of 10 grand, so that would be where all of the modifications combined would require board approval. If you want us to pursue the exterior railing costs we can certainly do that and I can get a better cost for you but it's obviously going to be quite a job.

Karen: Wasn't there some other part of the lighthouse that required maintenance of some kind?

Captain Joe: The big watertight door is wasted away down in one corner and I would ask that we include that in whatever work we have done.

Elaine: That's the first I've heard about that.

Captain Joe: The one thing that we have not yet talked about is that because this is a historically protected

building anything that we do to it which changes either its appearance or function from what it was when it was constructed has to be worked through both from the Coast Guard, of course, and the state historical police.

Elaine: My next step actually would be to run all of this by Enduris and get their nod of approval in what they think in terms of good ideas and then the next steps would be to take it to the Coast Guard and DAHP.

Captain Joe: The reason why the state historical police are involved at all, is that when the legislation, the federal legislation, was written – The Lighthouse Preservation Act – it was at that time not a particularly well written piece of legislation, but it’s what we’ve got and I did not write it, so the effort was made to bring the states in because the thought was at that time that many state parks would want to take custody of the lighthouses. The Coast Guard would do what it does today which is keep the lighthouse running but somebody else would take care of all of the buildings and structure itself. So that’s why that was cranked in there and that’s why we have to go to them and their approach to this has always been that they would like to have historical buildings kept exactly the way they were built with the original materials and the original construction techniques and then not let anyone near them. Just look at them. That’s not the way I look at it. I think we use and live with living historical pieces. So, it depends on who we get at the time, and the Coast Guard can trump the state should they choose to do it. My advice, my recommendation, is that we submit this to the state historical police after we have the Coast Guard’s approval and then see what happens from there.

Hans: Do you think it has a likelihood of passing historical?

Captain Joe: Yeah, it probably will. And when you say the words “safety and liability” Karen’s favorite word, liability, we say those words, then they will usually go along with it. If it’s way out, which this is not, then they may raise some objection so I would say that it would happen here.

Doug: I understand that this is driven by the accident that occurred there and also Enduris’ concern, but what I’m wondering is - are we getting a big improvement in safety if we do these things or are we doing it because it’s good to do it, basically.

Elaine: I think it is an improvement to safety – “big improvement” implies big safety concerns, which we do not and have not had. But now, secondly, the Coast Guard is requiring that we give this thought.

Doug: Are they requiring specific things or are they saying you better do something?

Elaine: They are saying that they want to hear from us about what we think is a good idea. They want us to put a plan together with modifications and process. They want me to toss it over the fence to them and say “Here is what we are thinking, does this meet your approval.” That would not only – you know, when we receive the approval to make the modifications, which we have to do as a step anyway, they are also making this a condition of the lease. So we have to do something.

Doug: They did approve a lease. What was it five years ago? And none of these modifications were made. They were presumably as needed then as now.

Elaine: They did not say anything about it five years ago.

Bob: The good news is that there are very clear OSHA standards out there that we can rely on to get a leg up on this thing.

**Staff Reports**

April 23 Levy  
 Elaine: The April 23<sup>rd</sup> levy we are off and running. The voter’s pamphlet and ballots will be out April 3<sup>rd</sup>. Park District informational postcards will be going out Thursday and Friday. My intent is to time this so it is in right

before they get their ballots and the voter's pamphlets. The recreation guide will be having this similar levy information on the inside cover. That will be out about mid April. We have this posted on our website. Karl Stetson, he's a SEALS guy, volunteered to post this on all of the various Vashon Facebook pages, which went out today so hopefully we will get some feedback from the general community. The donation I told you about at the last meeting that brought Susan McCabe on board is no longer a Foundation donation. It is a private donation to Susan directly to fund her expenses. Her plan is to have two Beach Comber Op Eds. One was written by Michael O'Conner that was in the March 21<sup>st</sup> edition already. The second one will be by Jeff Chale of the Quarter Master Yacht Club, who we partner with on the sailing camp program. Highway signs are up. She held a user group leadership open house last night. I was there just as an informational source.

#### KC Youth Sports Grant – Ober Park

Elaine: I have the grant about two thirds written and I'm feeling very good about it. It's not due until April 11<sup>th</sup>. In the meantime our architect group has come out with a conceptual drawing which they will have perfected tomorrow along with their cost estimate. This rendition came out today. Just a general, glossy sort of interview, the playground itself, we are taking out the sidewalk between the small playground and the large playground and making it just one large, all inclusive playground, rather than two separate sections. It will be a play space for ages 2-12 plus and will include ADA equipment with an ADA perimeter trail along the outside. There will be three exercise stations around that playground trail that have senior/ADA equipment on it. There will be an ADA path. This is all for connectivity from the library, where the existing path is, they are going to redo it and have it come down through Ober Park. So there is a North/South connection all the way down to the King County Park'n Ride. Obviously that connects with the ADA path going to the playground. The idea behind this is so that there is connectivity all the way through the property and also for the benefit of the Concerts in the Park people, giving a lot more mobile access in their ability to get down to the playground and the exercise equipment as well. There will be a new path that we are calling the North-South Trail. It goes around the outside perimeter of the property, along the lawn, along the wooded area. It will not be ADA, but we like the idea of there being more walking areas. Along that path there will be two additional exercise stations that are going to be a little more sophisticated. The grant wants to promote youth activity, so this will be geared to more physically agile young adults. Certainly seniors can use it but it cannot be ADA because of the steepness of the grade. We really went back and forth about that but came up with this concept. We will have two paved ADA parking stalls where the existing stalls are now with added picnic areas, some added seat locations. The future phase, we'll call it, it won't be done with this grant because it's going to be too expensive, (includes) putting in a restroom facility so it's close to the parking lot near the ADA accessible areas in the front area down here. The Concert In the Park area (will need) some new terracing and paving because of the grade from the library ADA. This will be a better connectivity and a better layout. There will also be paved access to the Vietnam memorial. That's it.

Jason: Have you talked about moving the Memorial? It was put there before the building was put there and I know if you talked to the VFW – they've actually asked about moving it somewhere else where it can actually be seen.

Jason: My recommendation is on these three designs, when we go to public process, let the kids pick.

Karen: I think that's a good idea. A Spanish proverb, which is one of my favorite proverbs in the whole world is: My perception of the fair is based on my experience at the fair. So a couple of things that I've been involved

in where we went out and got public input – Well the slant needs to be over here and that field needs to go away – and if you don't control the input it becomes rather chaotic. So I like the idea of here is your conceptual design, we'd like your input on what kind of equipment you'd like here, not whether you want the park, the playground over here.

Abby: I think if we give it enough time... I prefer it to be led by the ADA community rather than the kids because I think that was what the first goal of the Park was, to start with them, and everything should follow.

Captain Joe: Talking about the Vietnam Memorial, the Vashon Veterans Association is setting up a facility down in Sunrise Ridge and I wonder if that might be an appropriate place to move it?

Elaine: I can talk to them about it.

#### Tramp Harbor Picnic Area Sink Hole

Elaine: Enduris got back to us about whether or not they covered that and not surprisingly it is not covered by insurance. They don't cover land, the seawall is considered wear and tear. They said clearly the top soil is compacted while the sea wall is washing out...so obviously we will address that in the bigger picture of creosote removal when the time comes to make a decision about the dock. Speaking of which, I have been awaiting, I know that our land manager is working hard to push funding for us. There has been no further word about it from the state. She believes it is not going to be until July. There was some initial scuttle from funding talks recently and she's hoping to have an answer to us now, but I don't have an answer yet. I'm trying to get paperwork together to get a quote on insurance for pollution liability and liability on that dock in general. It's a really big undertaking but I'm almost there, getting the documents together. I'm curious to see what kind of insurance might be available. I haven't lost all hope at this point.

At the last meeting, too, Doug asked what led to the closure of the Dockton dock. King County staff responded to that, saying that they had been looking into the piers. They have the same issue at Dockton as we do with the creosote that we do. It's deteriorating. They noticed pronounced deterioration after this winter's stormy weather and extreme cold. They concluded that they could no longer make repairs that would last long so they brought in an engineer and to have a survey done. They decided to close it pending a larger project, which I suspect is a replacement of the dock. Under their lease with the state – which is also what one of the levy increases is going towards, fixing that dock.

So as that applies to Tramp Harbor Dock, Jason and I have talked about this, our maintenance can deal with the low tide assessment of it, to get our own sense of its stability, to a point. Obviously the best thing to do is have another engineering review done. Our last one was done in 2013. That is a requirement of the new lease, that we have an engineering study done and whatever comes out of that, if we sign the lease, we are going to have to make those repairs immediately. So, we could do that for our own information now, from a safety liability standpoint, or we could think about not throwing good money after bad and just rely on the maintenance assessment and make a final determination about the dock after we know about the DNR money. So it means a little risk assessment is waiting until July to make a decision. You're all nodding your heads. I tend to lean in that direction, to just let it be for now.

### Pool Report

Elaine: The bubble is coming down March 30<sup>th</sup>. The permit goes to April 15<sup>th</sup>. We really struggled with this because the permit requires it come down on April 15<sup>th</sup> but the week prior is the school district's spring break so getting volunteers was problematic. The week after is Easter so getting volunteers during that time was problematic. I reached out to the fire marshal to ask if we can wait until the end of April, the weekend of April 27<sup>th</sup> -28<sup>th</sup>, and he said that understand, you are prohibited from putting it back up again until the end of October. So we talked about it with the SEALS. The six month window applies to the time it is down to the time as to the time it is up.

Bob: I thought it was the time it was up? That makes no sense. That's like saying you are not allowed to have any area out here uncovered for more than six months. That's all backwards.

Elaine: Yes, I can follow up with the fire marshal.

### Pothole Report

Jason: Our worst road is Winghaven. Hopefully that will be taken care of by the neighbor that needs an easement. Agren is the second. This is something that I have brought up for the last six years, almost every year we bring this up. We fill them up every year and we'll do that again probably in April once the weather allows it not to wash out everything in a couple of weeks. That's usually what happens to us. It only lasts a couple of months. That road really needs to be completely broken up, re-graded...new materials then vibropacked with a rolling machine to make it right. That's not going to happen this year.

Elaine: If we have money left over from the grant we will attempt to it this year. Don't know cost, because we'll have to go through the bid process first.

Karen: How expensive do you think it will be?

Jason: The last time I got a quote, it's been four years ago, I got one from Jake Johnson, he quoted me \$30,000. It's not just the road in, it's the whole thing. That's everything to re-grade, cleanup the ditches so the water has somewhere to go, all that kind of stuff.

Karen: We did our entire road, 127<sup>th</sup> street with all of that and it only cost us \$8,000. Speaking as a commissioner I'm serious about doing it because I go out to Agren and I cannot believe how horrible it is.

Elaine: We've talked about it in the context of the strategic plan and doing it all at once. Point Robinson is really bad. It needs redone, repaved. So we've talked about doing it all at once, That would be down the road. No pun intended.

Jason: I can get some estimates for the next board meeting,

Karen: My experience when looking at could you do this and then this and this at the same time, is there decrease in cost if we do it all at the same time and three of the contractors on Vashon said no.

Bob: How is the pool parking lot these days?

Jason: We fixed it right before the snowstorms. I have not been out there lately to see how it is. What happens there is the high school students, during their breaks, like to go in there and do donuts. To really fix it, to stop that, we need to put a fence up between the school parking with an actual gate that closes so that they cannot go in there and drive around. Before it was year round, at the end of every summer, we used to put up plywood over the windows because they would spin around and shoot rocks right onto the widows. The one's at Point Robinson – I'm not one to put gravel into potholes. I like to dig them out and actually put asphalt into them and do them right. So we are waiting for some weather we can do that because those are

	the ones we can take care of, at least up top and we will do that this year and get that taken care of until we decide to do that whole road. That's your report. I don't think we have any other pot holes, really.	
<b>Adjourn 9:00 pm</b>	Doug: Move to adjourn. Hans: Second Bob: All in favor? Board votes. h-0.	

Minutes by: Amanda Mahaffey