

VASHON PARK DISTRICT BOARD OF COMMISSIONERS

MEETING MINUTES

Ober Park, Performance Room, 7:00 pm

DATE: Tuesday, April 9, 2019

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

Staff attending: Elaine

ISSUE	DISCUSSION AND OUTCOME	FOLLOW UP
Call To Order & Agenda Review	The meeting was called to order and the agenda was reviewed at 7:00 PM by Hans Van Dusen	
Public Comment	Elaine on behalf of Captain Joe (unable to attend): On my recent radio show, I dedicated 5 of 15 minutes to the park levy. I informed listeners that the Voter's Pamphlet was inside the ballot envelope and advised that they read both positions. While I won't recommend how anyone votes, I asked that they please vote. But I did state I voted "aye."	
3.12.19, 3.26.19 Minutes; 3.22.19 – 4.5.19 Preliminary Vouchers	Karen: Move to accept the minutes and vouchers. Doug: Second	Motion to approve 3.12.19, 3.26.19 Minutes; 3.22.19 – 4.5.19 Preliminary Vouchers Pass 4-0
KC Youth Sports Grant – Ober Park	<p>Elaine: Judith Neary is applying for the same grant for BARC Phase 3. She needs the attached for her grant submittal (MOU). It is simply the two motions approved by the Board in November 2017 and December 2018. Needs to be signed.</p> <p>Elaine: Grant is completed and due April 11. Again the grant is for \$250k, so our goal was to target that as our budget. You approved \$68k for the architect/engineering, which is not reimbursable. A couple of hiccups in the budget we need to discuss:</p> <ol style="list-style-type: none"> 1) Permitting has been reimbursable in the past, but is not in this grant cycle – additional \$13k. 2) 15% Contingency was not allowed in prior budgets, but it is required in this one. <p>The attached full budget, likely in 3 phases, will be \$800k. I consider this grant Phase 1. Adding these new costs in, total cost is \$350k as opposed to the approved \$318k. We can handle this one of two ways:</p> <ol style="list-style-type: none"> 1) Pare the equipment purchases back; 2) Spread the budget over two years. It's an additional \$32k. We budgeted \$50k in 2020, approved to \$68k over 2019 – 2020. So move things around in 2021 to accommodate, or stick as close to our original plan as possible? <p>Remember, this is basically the 15% contingency we are talking about. We need the grant budget to reflect our plan; if we don't use the contingency, we are still true to our plan. I need your feedback as to how you</p>	

	<p>want me to submit this budget. Hans: Do we get a bigger grant if we go with the larger budget? \$350k grant? Elaine: No, the grant is \$250k. Are you comfortable with me saying the full budget could be upwards of \$350k? Costs are never perfect. Hans: Costs are always variable. Karen: I am reluctant to taking equipment out of the grant. It's the reason we're going for the grant. I am not uncomfortable with the contingency. Elaine: The other reality is that, in our Strategic Plan, we didn't plan to do this in 2019. We planned to do it in 2020 having budgeted \$50k. This is a good example of the Strategic Plan merely serving as a guide where the reality might be substantially different. We have two years to fulfill the grant, so can pull another \$50k from 2021 if needed. Karen: That's more comfortable Hans: I am fine with you putting that contingency in there. We are not authorizing the expense. We will deal with it when we get to that point. There is no reason not to put it in the grant budget. Abby: I would be uncomfortable if we spent \$350k, but I understand the need for it. Hans: We are explicitly not authorizing you to spend that much. We don't need to vote on it. Elaine: We can peel off equipment then choose to spend more if we choose to. Hans: We are being agnostic. Not saying we won't spend that much, just choosing not to make that decision today. Elaine: Good, that's all for the record, then. I don't want there to be any surprises. Hans: Somebody asked me if all the equipment will go. And the art? Elaine: All the art stays. We will keep equipment that we can. The wood pieces will go.</p>	
<p>Fire District Interlocal</p>	<p>Elaine: The Fire District got back to me about our proposal to mow and weed whack their properties as our Interlocal Fee. Their counter-proposal is considerably more than what Jason feels we can handle. Also in the mix is the Robert Benndesen Residence. That's 8 properties. Doug: Why is a residence part of this? Elaine: Jason feels this is upwards of a .5 FTE and considerably valued above \$11,500. Charlie says it is considerably less than \$11,500 on contract. Jason will walk these properties to evaluate size of flower beds, etc, to get a better sense of value. Abby: How often is this being done? Weekly? Karen: We would like to see evidence. Elaine: I asked how just mowing and weed whacking will value out. Karen: We need to say how many hours a month we'll give – 8 hours per month. Doug: Can the maintenance staff handle 8 hours a month? Jason: I don't think Jason would have suggested it if they can't handle it. That said, he wasn't aware it would be 8 properties. He will further evaluate it.</p>	
<p>Pt Robinson Lighthouse Modifications/To</p>	<p>Elaine: As reported at the last meeting, the process for responding to the Coast Guard's request for suggested modifications/processes for resuming lighthouse tours started with reaching out to Enduris and their attorney assisting us with this. They are supportive of the modifications. As to processes, they</p>	

<p>urs</p>	<p>recommended:</p> <ol style="list-style-type: none"> 1) A sign that states, “Caution: steep and narrow stairway. Please Use Handrail.” Rather than “Enter at your own risk.” 2) Liability waiver for tours as attached. <p>Next steps: send to CG for approval; send to DAHP for approval</p> <p>Hans: Would the waiver be a sheet with lines to sign?</p> <p>Elaine: Their recommendation is that each person sign a sheet.</p> <p>Karen: How many people did we use to allow in the tower?</p> <p>Elaine: The lease stipulated no more than two in the lantern room. I don’t know if Captain Joe would allow more than that on the steps or on the deck. I think we need to be black and white about this. Captain Joe and I will meet to discuss. I think this is the smart thing to do. Too, the spouse requested we do this. It is the right thing to do. CJ is in favor of the modifications. I don’t know how he feels about the processes. If he is opposed, do we implement the processes anyway?</p> <p>Karen: Do you think it would create bad feelings?</p> <p>Elaine: We require insurance or waivers from all other users of our facilities.</p> <p>Abby: If CJ is opposed, we should give him a space to talk about it, but I believe we need to do this regardless.</p> <p>Elaine: Then I will move forward with the Coast Guard after I speak with CJ.</p> <p>Doug: If I were taking a tour and had to sign this, I might not go up. It makes it sound like, no matter what happens, you can’t sue the Park District for anything. What if something fell off the building?</p> <p>Karen: My understanding is that negligence on our part is outside a waiver. It is implied if we are negligent. I know of successful lawsuits on that front.</p> <p>Hans: It was written by our insurance company.</p> <p>Karen: If CJ is not okay with this, then what?</p> <p>Elaine: I’ll come back to you at the next Board meeting.</p>	
<p>Staff Reports</p>	<p><u>Spring Fling Co-Sponsor</u></p> <p>Elaine: I am supposed to let you know of co-sponsored events per policy. Spring Fling April 20.</p> <p>Karen: What is the Spring Fling?</p> <p>Elaine: Basically an Easter Egg hunt.</p> <p><u>Viet Nam Memorial – Ober Park</u></p> <p>Elaine: At the last meeting, due to the Ober design including an ADA path connecting to the Viet Nam Memorial, Captain Joe suggested I reach out to the Vashon Veterans Retreat Center at Sunrise Ridge to inquire about them moving the statue to their location. Mike Mattingly stated that they have talked from time to time about moving the monuments to the Cemetery or Nike site for better community visibility, but do not have funds at present to do so. If not, they would like to have some involvement in our process outcome.</p> <p><u>Illegal Dumping</u></p>	

Elaine: Jason and I met with the sheriff. They are happy to pursue offenders.
 Karen: I can call them about my dumped TVs?
 Elaine: They need evidence. Process: as maintenance discovers personal trash with names on mail, they will call the KC Sheriff nonemergency number. The sheriff will show up for photos and evidence, then go to the residence to issue a citation (just like a parking ticket). He said it is important that it all be done immediately. Paul, do you put these things in the Beachcomber?
 Paul: We are trying to revive that.
 Elaine: He liked my idea of a wall of shame. They may get more clever and cut their names out, so he suggested hunting cameras as a next step to capture license plates.
 Abby: What is the fine?
 Elaine: \$50 per cubic foot of litter. Goes up with larger amounts and higher infractions.

VES Lights Grant Update

Elaine: PSE is working to bring in the required service. They estimate another 3 weeks to do conduit work, place pull ropes, electrical panel, pull wires and complete the electrical work. Qualite needs 2 days after the electrical is completed to finish aiming and wiring of the lights. Then KC DPER must inspect to close out the permit.

Agren Field Grant Update

Elaine: Anticipate going out to bid next week. Plan is to do it in August after Strawberry Festival softball games and nearly through with Adult softball.

Minute Taker

Elaine: Too much for the high school student who took this on, so she resigned. I truly believe that \$15/hour is not enticing enough for anyone to take this seriously. I'm looking into Voice-to-Text Software, but I still have to listen to the meeting and condense. Average wage throughout the country is \$20/hour, but this is Vashon. Will cost us \$1k annually additional. I simply do not have 4 hours every two weeks to dedicate to this.

Karen: I would suggest Dragon.

Elaine: Not compatible with Android.

Hans: How would Dragon be for your time vs a person?

Elaine: Takes me 20 minutes to review with a person. Two hour minimum with software.

Doug: Would a gate attendant want to do it?

Elaine: I would need \$20/hour minimum. It would cost \$500 annually extra. I don't need your permission, so I may just put it out there.

**Adjourn
7:40 pm**

**Karen: Move to adjourn.
Doug: Second
Pass 4-0**

Minutes by: Elaine Ott-Rocheford