

VASHON PARK DISTRICT BOARD OF COMMISSIONERS

MEETING MINUTES

Teleconference, 7:00 pm
DATE: Tuesday, April 28, 2020

Commissioners attending: Bob McMahon, Doug Ostrom, Karen Gardner, Abby Antonelis. Hans Van Dusen not in attendance.
 Staff attending: Elaine Ott-Rocheford

ISSUE	DISCUSSION AND OUTCOME	FOLLOW UP
Call To Order	Abby called the meeting to order at 7:05 p.m. Elaine reviewed the agenda.	
4.14.20 Minutes; 4.11.20 – 4.24.20 Preliminary Vouchers; March Vouchers	Karen: Motion to approve Bob: Second Pass 4-0	Motion to accept 4.14.20 Minutes; 4.11.20 – 4.24.20 Preliminary Vouchers; March Vouchers Pass 4-0
March, 2020 Financial Report	<p>Elaine: Levy – even though I spread ½ of April out to July, April receipts are tracking normal. Admin – ahead \$11k</p> <ul style="list-style-type: none"> • Misc income ahead \$7k <ul style="list-style-type: none"> ○ \$5400 for the copier ○ \$650 for the property tax refund ○ Interest income tracking higher than expected • Election costs came in @ \$2300 lower than expected <p>Maintenance – at budget</p> <ul style="list-style-type: none"> • Revenue – down \$4k due to Ober reservation cancellations • Offset by odds and ends <p>Commons – ahead \$6300</p> <ul style="list-style-type: none"> • Revenue down @ \$7k due to the closure • Payroll costs down @ \$2k due to the closure • Interlocal fee down \$11.5k at this point, but I expect further reduction depending on the lift of the order. At the last meeting, I reported I would be speaking with the School District about use of their facilities once the order lifts. They have been maintaining their fields, so they are fine with field use. Indoor facilities remain questionable, but we agreed we would wait and see at this point. They did agree it was appropriate to decrease the interlocal fee due to non-use. We simply divided \$75k by 52 	

weeks to get the weekly rate of \$1442, so the initial reduction will be @ \$11.5k for March 12 – May 7.

Programs – ahead \$4k

- \$2k payroll costs
- All else odds and ends

Pool – Summer – ahead \$2400

- Revenue – per Randy’s suggested plan, drops revenue by \$14k. May and June revenue estimated to be \$840/month (all six lanes at \$5 per hour, 4 days per week, assume 50% capacity). Assume regular Seals schedule in June. Assume full schedule starting July, but I doubt it.
- Payroll – down \$17k

Pool – Winter – over \$1k

- Revenue down \$7k
- Labor costs down @ \$2k
- Supplies down @ \$1300
- All else is odds and ends

Pt Rob – over \$2k

- Revenue down \$12k due to cancellations
- Payroll costs down \$10k

Fern Cove – over \$6k

- Revenue down \$9k
- Payroll down \$2k
- All else is odds and ends

RFA/Other – at budget

CIP – over \$15k

- \$12k = Agren, the carry-over retainage from last year we knew about; \$985 Roggenbuck retainage carry-over, + \$1k insurance deductible
- \$3500 = Ober architects I approved for more options due to the vendor grant option for an additional \$90k for play equipment

Tractor lease – over \$800 – I misbudgetd \$200 per payment

We are tracking at a reserve now of \$610k.

Bob: Where were we last month with that number?

Elaine: \$600k. So we have come up a bit – probably due to the VISD Interlocal fee reduction of \$11k. Nothing else has substantially changed from the February report.

Doug: So is it safe to say that the COVID situation seems like a financial wash at this point?

Elaine: Yes. When you account for lost revenue against savings in payroll. All the pool staff is laid off. Marshall, Robin, and Sue are partially unemployed. All these folks are collecting unemployment.

Abby: How is everyone doing? I assume you communicate with them?

Elaine: We have weekly Friday meetings where we discuss what we are working on. I give assignments as necessary. Everyone has been great – in good spirits. They are really committed to getting things done. I have no complaints. I think the extra \$600 per week is keeping them financially comfortable.

	<p>Karen: How long does unemployment last?</p> <p>Elaine: The \$600 per week is through July 31. All of these guys are on standby, which is an 8 week program that assumes the order will lift then. If it continues, I would imagine there will be an extension on it. Otherwise, I'm not sure how regular unemployment works.</p> <p>Abby: With standby, they don't have to look for work. Once that's over, I think they can be on unemployment for 6 months.</p> <p>Elaine: I think they will extend standby.</p> <p>Doug: Are they avoiding financial distress?</p> <p>Elaine: I haven't asked, but I assume they are doing okay financially. It wouldn't be appropriate for me to ask.</p>	
<p>COVID-19 –related Issues</p> <p>1) WRPA Recovery Proposal for Parks & Recreation</p> <p>2) Randy's Pool Proposal</p>	<p>WRPA Recovery Proposal for Parks & Recreation</p> <p>Elaine: In Inslee's last Tuesday's press conference, he stated the Stay Home order would largely stay in place through May 26. However, there are strong rumors that he will be opening up recreation-related activities sooner than that. Yesterday, he opened up state lands and boating, hunting, fishing, and golf. The attached proposal was submitted to Inslee last Friday, which outlines how the NW Park Directors would like to see Parks and Recreation happen. It would affect us by allowing outdoor club sports, adult softball, camps, and recreation programming (so Robin, Eric, and Marshall could come back to work). No doubt, it will require a strict plan when it happens.</p> <p>Karen: What does that say about Ober?</p> <p>Elaine: If it's allowed, I'm sure every instructor would have to have a plan for social distancing and cleaning regimens.</p> <p>Pool – report from Randy:</p> <p>Elaine: Randy feels strongly the pool will be a challenge for some time, even if allowed. I don't imagine pools opening until maybe July. So then, there is the issue of lifeguards. He feels we can still get the minimum number of people required by Red Cross to hold a lifeguard class. But odds are we would not get them to work at VPD (Only 3 out of 7 became VPD lifeguards last year). And a lot of the training is the complete opposite of social distancing, so it is doubtful Red Cross will allow classes to happen. For now, they have extended all certifications by 90 days, so at least there's that.</p> <p>And then there's the recruiting issue. Is lifeguarding a safe job this summer? We have adult lifeguards that may not want to interact with the public. And will the parents of teen lifeguards want their kids potentially bringing home the virus??</p> <p>When the pool opens, Randy's proposed plan is outlined on the attached. Just lap swimming to July 1 by reservation only, then reassess after July 1 for future potential. Under the proposed plan, Madi and Randy can lifeguard for 4 days, 7 hours per day. Under the plan of only lap swim, Randy feels we can provide a safe environment -- certainly not the case during an open swim.</p> <p>Bob: What about the bubble? How does that fit in?</p> <p>Elaine: We can't take it down until after the order lifts due to the volunteers.</p> <p>Bob: The pool wouldn't operate at all as long as the bubble is up due to the enclosed atmosphere. That's</p>	

	<p>the number one thing, I guess.</p> <p>Elaine: The fire marshal permit would drive that, as well. I assumed his permission to keep it up was that there weren't people using it. I could clarify that when the time comes.</p> <p>Bob: It probably doesn't matter much, because we wouldn't want a bunch of people enclosed there, anyway. So the big question is how we're going to get the thing down.</p> <p>Doug: Where do the Seals fit into this?</p> <p>Elaine: His proposal allows for the Seals to practice.</p> <p>Doug: That is almost inherently a social activity.</p> <p>Elaine: He suggested a limit of 12 kids at a time. They also must follow the guidance of USA Swimming. No locker room use.</p> <p>Bob: But it could be used for lap swimmers to change.</p> <p>Elaine: I think Randy is making this suggestion, because, no doubt, there will be social distancing requirements.</p> <p>Doug: I would think it would be difficult to do social distancing.</p>	
<p>Staff Reports</p>	<p><u>Local Taxing Districts</u></p> <p>I received word from the HD that KC Roads is not running a lid lift in 2020. I confirmed that directly with McDermott, although he would not speculate on if/when they may try in the future. I reached out to the Library District folks about their proposed lid lift; they are meeting tomorrow evening to decide. I will get a follow up report from them.</p> <p>The roads issue as a stand-alone saves us even if Library does their lid lift and the HD goes to 75 cents. BUT, we would be hit 11 cents, or @ \$370k. We will still need to pursue the state bill in 2021. At least we wouldn't be dead.</p> <p>Doug: And we haven't heard anything from the Hospital District?</p> <p>Elaine: I have not. Paul, have you heard anything at the Beachcomber?</p> <p>Paul: No.</p> <p>Bob: Even if our state bill is approved in 2021, we wouldn't be funded until 2022?</p> <p>Elaine: Yes.</p> <p><u>Agren</u></p> <p>Elaine: At the last meeting I reported we would be starting the project last week. Weather and material delivery issues have pushed it out to next week, most likely.</p> <p><u>Ober Playground</u></p> <p>Elaine: Still working on the options for the public meeting. The vendor rep is swamped due to existing projects scaling back due to lost revenue. I am expecting them Thursday. I will then send them to the committee before putting them out for the online public meeting.</p> <p><u>Village Green Entry</u></p> <p>Elaine: The permit was approved and issued from KC. A project description and March update from Ken</p>	

	<p>Fulton is attached. He also states that he has been working with the new officers and the board of VIGA and they plan to vote on establishing an account to receive donations for the project at their next board meeting. They are aware that all the money (approximately \$15,000) will be needed in the account before any construction can begin.</p> <p>Karen: Does this make sense anymore? I thought VIGA was moving.</p> <p>Abby: I don't think there are any plans to move the market.</p> <p>Karen: What are the chances the fundraising will happen?</p> <p>Elaine: 50-50. I don't think people will be anxious to make donations in this climate.</p> <p>Abby: VIGA won't be doing the fundraising. We'll just have the account. I can't imagine the Board would vote to raise \$15,000. We can't even do that for our own organization.</p> <p>Elaine: Okay, so Karen, I am less optimistic.</p> <p>Karen: Me, too.</p> <p>Abby: Ken is really passionate about this, though, so you never know!</p>	
<p>Adjourn 7:30 pm</p>	<p>Bob: Motion to Adjourn Doug: Second Pass 4-0</p>	

Minutes by: Elaine Ott-Rocheford