

VASHON PARK DISTRICT (VPD) BOARD OF COMMISSIONERS

MEETING MINUTES

Teleconference, 7:00 pm
DATE: Tuesday, July 27, 2021

Commissioners attending: Hans Van Dusen, Bob McMahon, Doug Ostrom, Josh Henderson, Abby Antonelis
 Staff attending: Elaine Ott-Rocheford

ISSUE	DISCUSSION AND OUTCOME	FOLLOW UP
Call To Order – Review Agenda	Hans called the meeting to order at 7:00 p.m. and reviewed the agenda.	
Bid Opening – Ober Park “Playground for All” Project	<p>Elaine: (reading the “Formal Competitive Bid Tabulation Process)</p> <ol style="list-style-type: none"> 1) “The bid deadline passed at 5:00 p.m. today, July 27, 2021. No further bids were received after that time. The time has arrived for bids to be open.” 2) “The bid opening procedure will be: 1) bids opened in alphabetical order by contractor name; 2) each bid’s required information recorded on a bid tabulation form, noting any irregularities or missing items; and 3) announcement of the apparent lowest bidder. 3) The bid tabulation forms will be posted on the Vashon Park District website at www.vashonparks.org. 4) All bids will be available for inspection by appointment at my office by 5:00 p.m. Thursday, July 29. 5) Any bidder with concerns may be made known now for later resolution or by 5:00 p.m. Thursday, July 29. 6) Any formal protest must be filed in writing no later than 5:00 p.m. Thursday, July 29. <p>We have two bids. The first is from GEC NW Incorporated. The base bid is \$111,000, with tax is \$120,546. (Confirmed all required submittals included). The second bid is from Key Peninsula Construction. The base bid is \$110,000, with tax is \$119,460. It is the lower bid. (Confirmed all required submittals included).</p> <p>Both bids are very close to the engineer’s estimate of \$115,000.</p> <p>Hans: Are the unit prices relevant?</p> <p>Elaine: We go with the base bid, but we required unit prices in case there are changes in the contract along the way.</p> <p>Doug: What choice does the park board have in this? Can we consider anything other than the bottom line dollar amount?</p> <p>Elaine: If they are both fully qualified based on the bid requirements, we must go with the lowest bidder.</p> <p>Doug: So references are irrelevant?</p> <p>Elaine: No, references are relevant. That is stipulated in the bid docs that the references must check out.</p> <p>Hans: It is automatic that the lowest bidder wins as long as the references are okay.</p> <p>Elaine: The reference section is very specific. The bidder sees what the questions are, how they are rated. It says in the bid docs that you can be disqualified if the references don’t check out. The reason for doing the bid opening</p>	

	before the board is that it is required by law for publicly advertised bids, but also if these had been much higher than the engineer's estimate, you would have needed to approve a higher budget.	
Public Comment	None	
7.13.21 Minutes; 7.9.21 – 7.22.21 Preliminary Vouchers; June Vouchers	Doug: Motion to approve. Abby: Second Pass 5 - 0	Motion to approve the 7.13.21 Minutes; 7.9.21 – 7.22.21 Preliminary Vouchers; June Vouchers Pass 5-0
June, 2021 Financial Report	<p>Admin – ahead \$21k – all payroll due to Sue part time and no ops coordinator</p> <p>Maintenance – ahead \$50k</p> <ul style="list-style-type: none"> • Payroll ahead \$33k – no summer temp help; more apportioned out to lodging than anticipated? • Supplies under \$3k • Materials under \$4k – • Equipment rental over \$5k – all porta potty rentals; ordered extra through COVID • Outside Services – under \$5k <p>Commons – ahead \$20k</p> <ul style="list-style-type: none"> • Revenue down \$5k • Payroll ahead \$7k • Interlocal fee cut in half for the 1st half – savings of \$18,750 <p>Programs – ahead \$28k</p> <ul style="list-style-type: none"> • Payroll ahead \$12k – no operations coordinator • The rest is rec programming due to COVID <p>Pool – ahead \$57k</p> <ul style="list-style-type: none"> • Revenue down \$20k • Payroll under \$65k • Supplies under \$7k <p>Pt Rob – ahead \$45k</p> <ul style="list-style-type: none"> • Revenue up \$22k • Payroll ahead \$11k – no op coordinator <p>Fern Cove – ahead \$24k</p> <ul style="list-style-type: none"> • Revenue up \$10k • Payroll ahead \$11k <p>CIP – ahead \$132k due to projects putting off to next year</p> <p>RFA – ahead \$4500</p>	

	<ul style="list-style-type: none"> • April Chum run yielded \$2200 for RFA • Episcopal Church paying for swimming lessons <p>Tractor Lease – ahead \$9200 – I thought we had three payments left; we only had one. Ending Cash = \$786k</p>	
Board Votes	<p>Board Votes: Bob: Motion to accept the Reporting Improper Governmental Action & Whistle Blower Protection Policy. Abby: Second. Pass 5 - 0</p>	Motion to accept the Reporting Improper Governmental Action & Whistle Blower Protection Policy Pass 5-0
Camping at Lisabeula	<p>Elaine: Bob was going to talk with the Goods, and you all were going to use that to weigh in on your decision about camping at Lisabeula. Options: 1) Discontinue camping at Lisabeula. 2) Allow drop in kayak camping on the water trail system. No bicycles, no fees, no reservation. 3) Allow drop in camping by bicycle or kayak on the water trail system. No fees, no reservations. 4) Continue camping with Vashon Adventures – fee + reservation as presently arranged.</p> <p>Update from Erin since moving to the call-in reservation system for Lisabeula: she has received at least a dozen calls and qualified 3 as cycle or kayak camping participants. It seems to be working well, as she has not had any further problems or calls from the neighbors. It is a time consuming process but worth it to avoid rule breakers. Doug: So 9 of 12 calls were turned away. Bob: The Goods had good things to say about the kayakers. No problems at all – quiet, clean up after themselves. No problems on the scale of the two that set up their mini city there a couple weeks ago. He has had good conversations with Erin. I did not get the feeling they were hoping we would cancel camping altogether. He just wants it controlled in a way that is quiet and respectful to the neighbors. Abby: That is helpful. If we cancel camping there, it would feel like we were punishing Erin, where she has gone above and beyond to fix the problems. We should encourage that type of partnership. I would want to keep Vashon Adventures running it and keeping the fee structure as is. Bob: We are talking about just bicycle and kayak in. Elaine: Yes, as it currently is. Hans: What is your current feeling about this, Elaine? Elaine: I want to keep it as is for all the reasons I have stated in the past. Abby: I like knowing she vetted nine calls and turned them away. That’s going to happen, and if we turn it back to the gatekeeper to manage, it would be really bad. Having VA in the middle is a good mediating factor. Elaine: I agree. As it is with VA as the front person, the gatekeeper becomes the secondary buffer to address anything amiss after Erin does the initial vetting.</p>	

	<p>Bob: And if people show up by car or without reservations, who manages that?</p> <p>Elaine: That would be Erin. If somebody had a reservation and found somebody in their site, they would call Erin to handle it.</p> <p>Bob: There is always a possibility somebody will show up. The only way to avoid that is to not allow any camping at all and have huge signs all over. Since we aren't headed that way, we need to manage it as best we can.</p> <p>Doug: Is there something about the signs that are misleading? Is it possible people are generally thinking camping is okay here? I don't remember having this problem in the past. I am wondering how that incident occurred.</p> <p>Elaine: We used to have signage that was just at the waterfront that was part of the water trail system. We added signage with Vashon Adventures' arrangement that clearly states it is reservation only, states the rules. It is pretty clear and adequate signage.</p> <p>Doug: I am just wondering if it has opened the door to people interpreting it more broadly. I'm not questioning the language. I'm just questioning the message we send with a sign saying anything about camping. It is not as clear as simply saying no camping. Is it possible to have individual signage and have VA run it as before?</p> <p>Elaine: I think you're going to run into more problems. If it is reservation based, and the signage isn't clear, I think you'll have people just showing up and saying they didn't know.</p> <p>Doug: Did you have that before?</p> <p>Elaine: When it was just drop in, we had limited signage.</p> <p>Doug: I just wonder if we should go back to limited signage. People can still make reservations on a website or calling. It's not as if nobody knows about it. It's a question of making the information generally available to the public that there is a possibility for camping.</p> <p>Elaine: The signage there is very clear. It is reservation based and explains how to do it.</p> <p>Bob: I was looking at the campsites at Point Robinson, and there was a nice sign there that looked new. But it was pretty small. You have to get close to read it. If we're interested in people knowing what's going on, maybe it needs to be bigger and easier to read. Maybe not right at the campsite itself. But the verbiage was great.</p> <p>Abby: The fact that people call, they understand it is reservation based. I think the signage is pretty good. I'm at Lisabeula all the time. It isn't at all confusing.</p> <p>Elaine: And remember, if we put in larger signs, we're going to hear from Oli, since he is opposed to the signage.</p> <p>Doug: I thought I heard him saying, "You're not saying camping is okay."</p> <p>Hans: In terms of promotion, Doug is right that, before, many did not know camping was available there. There was little signage. With partnering with VA, it has increased awareness. They have provided information and signage. But that's where we are now. We can't put it back in the can. Erin removed much of the promotional element on their website. But it is more broadly known now. Personally, I think it is great we offer camping on Vashon. It is a good resource and fits well with our mission. We can't go back in time. With that awareness, maybe we don't want to push it too hard, so it is compatible with the day use there. But it is good now to have a regulated involvement through them.</p> <p>Bob: Do we need a motion? Or do we say what stands stands.</p> <p>Elaine: You don't need a motion, because nothing is changing from what was previously authorized by you. So we're done.</p>	
Tramp Harbor Dock	<p>Elaine: At the last meeting we discussed the feedback I received from the community group about having to shorten the dock to -18 mean lower low tide. I was tasked with taking that feedback to DNR and getting <i>their</i> final say as the property owners. I also asked about having to do a cultural resource assessment, even though it is not in the lease.</p>	

Our land manager is discussing these things with upper management and will get back to me. I was hoping to hear back by now, but I have not. Hopefully, this will be a topic for the next meeting.

I am currently working on the RFQ for the required survey. The lease requires that I get a record of survey of the tideland boundary points and the as-built location of the dock. As a group, we determined that we also want to know the bathymetric soundings of the submerged lands, particularly the -18 point relative to the dock and where it drops off. Abby provided a map of soundings her husband did that shows depth along the dock. Abby, can you tell at what point along the dock is the -18 mllw point? And where is the drop off?

Abby: I am hesitant to say for sure, because these are to zero. I want to make sure it is to mean low low water. I think we said when tide is zero, it will be 28 feet. I can't tell you for sure right now.

Hans: You can see the dock on the satellite imagery of the Google map that Abby sent out.

Abby: I can find out for sure. I can't remember the distance from the end of the dock to the point where it is -18. Did they provide that? If we have the distance to there, we can figure it out.

Elaine: No. I am assuming it is at the Point Heyer Geoduck tract. We have to get the survey done, anyway, so we'll find out. I'm hoping to get that out 1st of August. Do you want me to also include the boundary points for the potential donated property to the north and the potential purchase of property to the south? Just along Dockton Road. Not out in the water, because I think we can assume it goes out as far as ours.

Doug: That would be useful.

Hans: On the map, it shows mean low tide about ½ way down on the dock as -6 feet. So that is -6 relative to zero?

Abby: If you call -6 18 feet, you can add the difference between.

Hans: Is -6 mean low tide?

Abby: It's pretty low.

Hans: Is is 2 or 3?

Abby: The soundings are corrected to zero, so when it's zero tide, it's -6 feet to the bottom. -18 is mean low low water. So that is more like the third one in. I am 80% sure that the -18.2 point is what we are talking about.

Hans: This suggests that the geoduck tract is close to the beginning of the T. Will the survey include the bathymetric?

Elaine: I will be requesting that. The lease does not require it. As a matter of fact, the lease is very vague, so I requested more information from our land manager. I know we want to know that, since we are paying for it, we might as well get our bang for the buck.

Hans: Right, we want to know where extreme low tide is and where -18 is. And the depth at the end of the dock. Back to my question about rough costs on rebuilding the dock on our and/or DNR property.

Elaine: At the last meeting, I thought we decided we first need to know where -18 and the drop-off are, so we would first do the survey. But if you want to wing it, we can do that, too.

Bob: How long before we know the results of the survey?

Elaine: No idea, but probably a couple months minimum. We have to go through the RFQ process, then have them do it.

Bob: If all we're trying to do is get budgets figured out, we probably have enough with the overlays we have now.

Elaine: Okay, I will set that up. I'm out part of next week, so I'll look into it the week after.

Hans: I would like to know the approximate cost of tearing down the T and rebuilding the remaining pier with the two options that can make the pilings safe. Rebuild the pier and tear down the T.

Elaine: Getting costs is going to be kind of complicated – getting somebody out there to do estimates. Finding somebody to come out and do that.

Action Item

	<p>Bob: I thought the first part was to meet with the advisory group first and come to some kind of consensus on where we want to go, then pick a couple of the alternatives before we get cost estimating.</p> <p>Hans: But don't you need approximate costs to come up with those alternatives? The scoping decision?</p> <p>Elaine: I think we need a sense for the design. The cheapest route would be to chop the dock off at the end of our property or DNRs. We can probably get an estimate for that. Getting a cost estimate, it would depend on the materials we want and how far out we're going. That is a pretty aggressive cost estimate. Fix the dock on our tidelands, replace what's on DNR.</p> <p>Bob: We have had condition reports of the dock. Probably people who do surveys have some sort of rules of thumb about how much things will cost. That might put us in some sort of ballpark. We don't want to get a contractor out there – it would be more of a surveyor type person.</p> <p>Hans: I have no idea what the future of that dock holds or what the public will decide. But I do know that we're going to have to get to \$\$ sooner or later to make that decision. I think this process will lead to an option where we take off the end of dock, salvage as much as we can of the dock. Scenario A: we tear it down and walk away. Scenario B: doing that. Scenario C: put a T on the end. It shouldn't be more complicated than that. We don't need to wait for the survey to be completed. It's going to be a lesser dock. And then it's at what price. Will you take a lesser dock for this amount of money? No, I won't accept a lesser dock for that amount of money. That's the point we need to get to. Whatever iteration of survey cost, leading to engineering costs, making a decision about whether or not we want to pay for all that, my wish is we keep proceeding. I can't say at this point I am advocating for replacing the dock. I don't know yet. I'm just saying we should proceed.</p>	
<p>Staff Reports</p>	<p><u>Pool Hours</u></p> <p>Elaine: At the last meeting Bob asked why the pool hours are starting later. Randy says it is due to staffing. We don't have the reliable age 18+ staff to be opening earlier. The older staff members who were available to open prior to summer are all taking their post-covid vacations all Summer.</p> <p>Also, speaking of the pool, we were not selected to receive the King County grant for the pool fixes. I imagine it was extremely competitive, and they likely decided to push us toward a pool-specific grant program that comes up in the fall. I have actually been invited to be on the selection committee for that grant program, so hopefully that one will come through (unfortunately, I'll have to excuse myself from our application).</p> <p>Bob: The question about the pool hours was raised, because lap swimming is becoming very crowded. It's so many people and mismatched swim speeds that three in a lane is a nightmare. One of two things has to happen: open more available hours to swim, so we can cut back to two people per lane; or get rid of the reservations, because with 3 people per lane, you can't opt out to let it clear then jump back in, because then your session is gone. Randy alluded to this a few weeks ago – getting rid of reservations, and just going to drop in lap swim. You're more able to choose the type of swim you want.</p> <p>Elaine: Randy and I talked about that. He said the feedback he has gotten is that people really prefer the reservation system. So of the two options you're presenting, the better option is adding more lap swim hours. I don't know if there will be a staffing issue or not, but I will talk to him about it.</p> <p>Bob: Based on the reactions at the pool when I'm there, it's not a fun time. People don't know the speeds of the others in their lane.</p> <p>Hans: So we'll look into expanding the lap hours.</p> <p>Elaine: That is the logical conclusion.</p> <p>Bob: You will never find anyone complaining about Randy or the quality of the water, etc.</p>	<p>Action Item</p>

Hans: So you have to reserve a particular lane?
 Bob: There are six lanes available, and you can sign up for as many as 18 slots. When you get there, 18 people try to decide what lane they're going to swim circles in. You have to be compatible with the other swimmers, and if you're not, it's a traffic jam.
 Hans: So we go back to 12?
 Elaine: I know a lot of the reason Randy went to 18 is that the demand is so high. Given the schedule, fitting in swimming lessons and open swim, he wasn't able to do it all. Something had to give.
 Hans: But is it worth it if it's a lesser experience?
 Bob: I do not see happy people at the pool, so it is a lesser experience. There are pools around where that's normal. Swim team is a good example – they all know each other and know the speed of others. When you don't know the others, you don't know what you're getting.
 Hans: So would you rather swim less often with only two people?
 Bob: I personally would. The idea is to make it a better experience.

King County Roads Levy

Elaine: I learned from Eric Pryne that the Roads levy will not be on the November ballot. They don't feel they are ready. That said, it is just being delayed likely into next year.

VES Restroom

Elaine: The restroom project is totally done – signed off by the building inspector last week. All grant docs are submitted, so we should receive our \$60,000 grant money in the next few weeks.

Park Events:

Elaine: Concerts in the Park - starting every Thursday starting August 5.

Woodie Guthrie's American Song - We are currently sponsoring the Vashon Repertory Theatre's show called Woodie Guthrie's American Song at Ober Park. It opened last weekend and is also running

- Friday, July 30 at 6:00 p.m.
- Saturday, July 31 at 2:00 p.m.
- Sunday, August 1 at 2:00 p.m. (with post-show discussion)

This is part of their Theater Fest, which consists of four live theater shows at various places throughout the island last weekend and this weekend.

Taming of the Shrew - Young Shakespeare workshop production that we are also sponsoring. It is at Ober Park on Saturday at 6:30.

Surplus Properties

Bob: I move to declare the properties surplussed.
Josh: Second.
 Hans: Does that need to be unanimous?

Motion to declare those properties to

	<p>Elaine: Yes.</p> <p>Hans: We are not all here any more. Abby left. We will take this up at the next meeting.</p> <p>Bob: Motion to add the condition that we 1) keep the properties in public ownership; 2) keeping or improving upon the public's access to the properties (the tideland is kinda weird); and 3) keeping or improving upon the natural habitat of the properties.</p> <p>Josh: Second.</p> <p>Elaine: So I'll run that by Greg Rabourn in the meantime.</p>	<p>be surplusued.</p> <p>Motion to add the condition that we 1) keep the properties in public ownership; 2) keeping or improving upon the public's access to the properties; and 3) keeping or improving upon the natural habitat of the properties.</p>
<p>Adjourn 8:30 pm</p>	<p>Bob: Motion to Adjourn.</p> <p>Josh: Second</p> <p>Pass 5-0</p>	<p>Motion to adjourn; Pass 5-0</p>

Minutes by: Elaine Ott-Rocheford