

# VASHON PARK DISTRICT BOARD OF COMMISSIONERS

## MEETING MINUTES

Ober Park, Evergreen Room, 7:00 pm

DATE: Tuesday, August 26, 2014

Commissioners attending: Bill Ameling, Lu-Ann Branch, Scott Harvey, Doug Ostrom, Joe Wald

Staff attending: Jason Acosta (Elaine absent, in training)

ISSUE	DISCUSSION AND OUTCOME	FOLLOW UP
Call to order & agenda review	The meeting was called to order at 7:03 PM by Lu-Ann Branch. She reviewed the agenda.	
Public Comment	<p>Hilary: Are we fixing the <u>pool</u>?</p> <p>Lu-Ann: When we talked last we were going to tackle it after the pool closes.</p> <p>Bill: We will decide in September.</p> <p>Hilary: Will the pool stay open longer than scheduled?</p> <p>Lu-Ann: Several people asked about it, but it is not cost effective.</p> <p>Hilary: Where are the <u>financial reports</u>?</p> <p>Lu-Ann: Elaine gave it at the last meeting</p> <p>Hilary: That was for last month.</p> <p>Bill: The Board is OK about Elaine going to the conference.</p> <p>Capt. Joe: <u>Levy information</u>? We are a year off. One of the elements of your prior discussions is that if it fails that it can be reinitiated. We need to get this out to the public.</p> <p>Capt. Joe: There is an article in the Beachcomber about <u>Wing Haven</u>. Is the volunteer group for Wing Haven dead? What is being done about it? What about the volunteer groups for other parks?</p> <p>Bill: Wing Haven is low maintenance/priority. There will not be any money to fix the bulkhead.</p> <p>Jason: We go down 3 times a year to do maintenance.</p>	
Approve July minutes	<p>Bill: I MOVE that we approve the July minutes.</p> <p>Doug: Second.</p> <p>VOTE: Unanimous in favor.</p>	MOTION, SECOND TO APPROVE JULY MINUTES, UNANIMOUS IN FAVOR.
Vote on Mission Statement	<p>Bill: I MOVE that we approve the mission statement discussed at the last meeting.</p> <p>Jason read the statement into the minutes, "The Mission of the Vashon Park District is to equitably provide and maintain parks and recreational resources; facilitate healthy lifestyle, activity and community programs; and preserve the Island's natural and built environment through sustainable stewardship, creative community</p>	MOTION, SECOND TO APPROVE MISSION STATEMENT. UNANIMOUS IN FAVOR.

	<p>partnership, and fiscal responsibility.”  <b>Doug: Second</b>  <b>VOTE: Unanimous in favor of the motion.</b></p>	
<p><b>Vote to Approve Harbor School Metal Art Fixtures at VES</b></p>	<p><b>Bill: I MOVE that we approve the metal fixtures.</b>  <b>Jason: They will clear-coat the fixtures and weld them to the fence or use anchors.</b>  <b>Doug: Second.</b>  <b>Scott: Call the question</b>  <b>VOTE: Unanimous in favor of the motion.</b></p>	<p><b>MOTION, SECOND TO APPROVE HARBOR SCHOOL METAL ART FIXTURES AT VES. VOTE: UNANIMOUS IN FAVOR</b></p>
<p><b>Vote to Approve Housekeeper Job Profile and Wage Rate</b></p>	<p><b>Bill: I MOVE that we approve the Housekeeper Job Profile and Wage Rate.</b>  <b>Joe: Second.</b>  <b>Scott: Call the question.</b>  <b>VOTE: Unanimous in favor of the motion.</b></p>	<p><b>MOTION, SECOND TO APPROVE HOUSEKEEPER JOB PROFILE AND WAGE RATE. VOTE: UNANIMOUS IN FAVOR</b></p>
<p><b>Quarters A&amp;B Paint Job Bid Opening</b></p>	<p><b>Bill: We only received one bid.</b>  <b>Jason: Elaine wanted you to look at the contract. There is a score sheet.</b>  <b>Lu-Ann: The total cost would be \$25,521.</b>  <b>Bill: I move that we table this discussion, put off until the spring and rebid due to dry rot.</b>  <b>Jason: I talked to Baron (sp?) Construction and they need 10 days. We don't have that. He will repair all the dry rot. If the posts are rotten, we are looking at more money. We are now at about \$4,800.</b>  <b>Lu-Ann: What did we budget?</b>  <b>Jason: We didn't have a budget for the dry rot. We originally budgeted for \$20,000.</b>  <b>Doug: If the rot is extensive, it will take more time. You never know what you are going to find.</b>  <b>Hilary: Do we stop at 5K and then open it up?</b>  <b>Jason: We can go with the one bid. He has already torn it up. No post is exposed yet. We have a week in September to work on the rot.</b>  <b>Hilary: Should you pull the wood?</b>  <b>Jason: The houses are rented. It is up to the Board as to how to proceed.</b>  <b>Bill: Tell the guy to start and once we know the full extent, we can discuss it. He might not know the extent until the end. I expected it to be a lot higher than the \$4,800. If there is an issue, he will come to me and we will have to look at it again.</b>  <b>Lu-Ann: I defer to Jason.</b>  <b>Jason: We will start on one house first. I can ask him to break it down for each house.</b>  <b>Scott: One house will be under the \$4,800? The Board decided that \$5K</b></p>	

was the cutoff.

**Janet:** Two things. Any number can be for staff. The State number is 20K, above that it goes out to bid.

**Bill:** It is such a small amount of money.

**Doug:** If one house takes all the money, that is all we will do this year.

**Lu-Ann:** What does this mean for painting?

**Jason:** We have one week in September available and 3 days in October, and then there is the rain. We may be looking at the Spring. Painters could be booked.

**Capt. Joe:** I recommend the contractor who will do the inspection and woodwork. He does wonderful work. We should go ahead as soon as we can and fix that. The bid inspection was thorough. The second man chose not to bid. You should get Trace going on the wood right away. I am hoping that we can get the painting done this year. We can talk to the housing manager.

**Scott:** If we are having one house fixed at the time, can't the first house be painted while the woodwork is done on the other?

**Hilary:** We are supposed to be having a really bad winter.

**Scott:** We should not delay it. We have to protect the houses.

**Contractor:** I shut down the middle of October. I specialize in older houses. Quarters A is in pretty good shape. The other is in worse shape. In the Spring, we don't start until May.

**Bill:** if we start the worst house first.

**Contractor:** Quarters B will have more problems that will take more time.

**Cici:** Painting is a quiet thing. Perhaps renters would make an accommodation. Maybe give them some money off.

**Bill:** MOTION: accept bid and have Jason and Elaine to get the most out of the Fall. The whole philosophy per the contractor, do the easy one first.

**LA:** Is there a break-down of the costs?

**Joe:** second

**Scott:** contractor should provide a breakdown for the next meeting.

**Bill:** What do we care about the cost of the paint and the labor?

**Contractor:** I don't think I am required to provide that.

**Janet:** The form is contradictory. Typically, Jason and Elaine would have opened with the bids and met with the low bidder prior to the Board Meeting.

**Joe:** The information is all right here.

**Capt. Joe:** Can the Board authorize Jason to get started on the wood work?

**Lu-Ann:** he is authorized.

**VOTE:** Unanimous in favor of the motion.

**Jason:** We have received a letter from the Historical Society. Metal is not recommended by them. Cedar shingle or synthetic rubber shingles are preferred. They also say that the proposed painting will have no adverse effect. They will provide samples.

**Scott:** Get information for the next meeting.

**Cici:** We have a factory building. The color lasted for 10 years, and then

**MOTION,  
SECOND TO  
ACCEPT BID  
AND REQUEST  
THAT JASON  
AND ELAINS  
GET THE MOST  
OUR OF THE  
FALL. VOTE  
UNANIMOUS IN  
FAVOR.**

**JASON – Get  
samples and  
information on  
rubber shingles for  
next meeting.**

	<p>it faded. With rubber, it may not need repainting due to saturation.  <b>Capt. Joe:</b> We stipulated that we would do a metal roof. I will help to get the Coast Guard moving.  <b>Jason:</b> I think that rubber would be more expensive. There is a hefty warranty with the metal roof. I will get information on the rubber roof.</p>	
<p><b>Skate Grant</b></p>	<p><b>Jason:</b> The first steps toward moving forward is the civil engineer, provide bid services and construction oversight. \$13K. In June, the Board approved no more than 17K. We received three proposals. The contractor chosen is an expert with skate parks. It will cost us \$19,600. Elaine is asking for an increase in the amount. \$23,300 is the total. Does this mean that BARC needs to raise 20%?  <b>Doug:</b> How are the stewards doing?  <b>Jason:</b> They don't see it as an issue.  <b>Scott:</b> They have to still come up with the 20%. They want us to start the process before they commit. We will just stop if they don't come up with their share.  <b>Lu-Ann:</b> Stopping costs you more.  <b>Scott:</b> I trust Jason's opinion. We still owe them. We are risking \$3,700 if they don't come up with it.  <b>Bill:</b> there is no stop. It's go or not go. We could lose the grant money.  <b>Doug:</b> How popular will it be? I would like to see the money.  <b>Bill:</b> Make them come up with it up front.  <b>Janet:</b> I have been working with Elaine informally for a while. If you don't get the firm finishing the manual, we are out of luck. This is an estimate. There is nothing in their estimate about a schedule or your objective. You are looking at paying 26% or more of total budget in architect an engineering cost. Typical fee is 7%. That would raise some eyebrows. Elaine has not had time to negotiate it. There has to be better protection for you. There are some other miscellaneous problems, like not getting the electronic documents. Authorize Elaine to negotiate with LPD, 20K. Negotiation will result in some reduction in services.  <b>Joe:</b> It seems excessive to me.  <b>Janet:</b> There needs to be a clause added that says that they have to come back to the Board if they hit x dollars.  <b>Scott:</b> MOTION: "We authorize Elaine to negotiate a contract not to exceed 20K and that the users raise 20%. Their money should be presented before we dig the first hole." We tell them they have to get the money together in two weeks and put in escrow before construction begins.  <b>Mary:</b> Just tell them you need to know that you have it. You can put it in escrow. When we did the arena cover we agreed to give money back if the project didn't make it. They need to make a showing.  <b>MOTION to suspend rules,</b>  <b>Call the question</b>  <b>VOTE: Unanimous in favor on both motions.</b></p>	<p><b>MOTION THAT ELAINE NEGOTIATE A CONTRACT NOT TO EXCEED 20K AND THAT THE STEWARDS MONEY MUST BE PRESENTED PRIOR TO CONSTRUCTION BEGINNING. SECOND.</b></p> <p><b>MOTION TO SUSPEND THE RULES, SECOND.</b></p>

