

# VASHON PARK DISTRICT BOARD MINUTES

Ober Park, Evergreen Room, 7:00 pm

DATE: September 22, 2009

	Present	Absent
B. AMELING	X	
K. PESMAN		X
D. HACKETT	X	
J. WALD	X	
M. COLLINS	X	

ISSUE	DISCUSSION AND OUTCOME	FOLLOW UP
<i>Mike called the meeting to order at 7:00 pm</i>		
<i>Review of Agenda</i>	No Comments	
<i>Approval of Minutes</i>	<i>Approval of Minutes (see attachment #2-Minutes),</i> → <u>Unanimous</u>	<b>Resolution #09-33</b>
<i>Approval of Vouchers</i>	<i>Approval of Vouchers 09-609 through 09-686 (see attachment 3-Vouchers).</i> → <u>Unanimous</u>	<b>Resolution #09-034</b>
<i>Public Comment</i>	<u>None</u>	
<i>Library Lease Update</i>	⇒ Mike stated the draft lease has been submitted to KCLS and Bill Ptacek will take before the Library Board. Mike stated Kay agreed to wait until after October 11 <sup>th</sup> to have a full discussion complete with architects, Mike and Wendy to discuss the lease. A discussion followed; Mike presented Form of the Lease - areas of concern, (see attachment #4- Form of the Lease VPD areas of concern). A further discussion followed, asked that commissioners to agree with him that a lease is needed no matter what going forward. David stated he disagreed, he stated issues addressed deserve appropriate discussion and recognition. David stated he does not join in the position to join a positive decision going forward; he adamantly disagrees with Mike's position. ⇒ Bill weighed in with his position on the discussion points; he supports the 30 year lease. A pretty good lease with a nice looking library is what he is looking for.	

*Project Updates*

⇒ David stated he is seeking enforceable positions and to fight for the community to get the library they want, that is acceptable to them. David agrees on 30 years, options need to remain negotiable. If the building is not going to be used as a library it is not to be rented as an office space. Community involvement, David feels more park district involvement is necessary, not just to be informed but to also be a part of the decision making process. Amendment and Master Plan, money doesn't need to change hands, looking at issues that are not just convenience for them but are useful and needed by everyone. Trees, monuments etc are important and what is parcel D? Cooperative Use of Space is equally important but needs discussion. David feels provisions in the lease that are enforceable are needed.

Bill said the commissioner's job is to keep the library here at Ober regardless the damage. To be sure we represent ourselves as friends to negotiate as friends. David disagreed with Bill. Bill asked for the board to take a vote, Kristen offered to go to the meeting on the 29<sup>th</sup>. Joe stated he thought we were negotiating a lease. Mike stated he does not want to show any teeth.

The commissioners agreed to submit the lease and Mike and Wendy will meet with Kay on either the 12<sup>th</sup> or 14<sup>th</sup> of October.

Captain Joe asked if the charter of the library board state they deal with incorporated governments. David stated it is "Rural Library District". David gave a brief explanation of the law.

**Captain Joe – Pt. Robinson Park:**

- ⇒ Captain Joe stated we have had a very successful year with attendees from users of parks, lighthouse tours etc...
- ⇒ Keepers have completed the pump house – John VanBuren is responsible for the detail on the front porch, they are currently working with Tim regarding the electrical and getting the tank in. All work was done by volunteers with a bit of work being done by contractors.
- ⇒ Septic Field project will be next, the restroom and then the construction for the house on the hill.
- ⇒ Grant Writing – Captain Joe is excited to report that a grant to restore the windows of the light house is underway (they have been looking for a company, they have obtained a bid package at \$35K) were able to pursue grant. In addition they are pursuing the National Lighthouse grant and the Stu Hight Memorial Boathouse.
- ⇒ South Meadow – (near the barn) would like to pursue improvements to enhance the meadow for future events for weddings and ceremonies.
- ⇒ Parking – Captain Joe reported they have put together a parking plan.

A discussion followed, commissioners asked Tim about the septic and well. Tim stated the well was put in about 1971 and he thinks it is almost time to replace it.

**VES Field Improvements:**

**WB to check original lease document for specific language regarding purpose and donation.**

**Kristen and Bill will be attending the KCLS meeting in Redmond on Sept 29<sup>th</sup>.**

<p><b>Lodging Policy</b></p>	<ul style="list-style-type: none"> <li>⇒ Tim reported the non-irrigation well is completed with casing / 22 gallons per minute. He is in the process of obtaining permits and the next step will be building the pump house.</li> <li>⇒ Sewage issue – Tim stated he has not located a sanitary engineer at this time. Dave stated once we know if is not practical for a new septic system, it goes back to the sewer district who will submit it to KC etc...</li> <li>⇒ Fiscal Funding – David said the committee has a fundraiser, they have \$369- from the first grant, and (2) \$75- grants, but the \$369 should end up at about \$500K.</li> <li>⇒ Park &amp; Ride – Metro is \$200- million in the hole, David said until Metro works out their issues we have put it on hold.</li> </ul> <p>Wendy presented Lodging Rates (see attachment #5-Lodging Rates), the recommendation is raising the peak season rates but leaving the non peak as they are for this year.</p> <p>Captain Joe has spoke to folks who have been coming to take the tours, many people are coming back for their third fourth of fifth time. . Captain Joe said this lodging rate policy will impact the folks that are here and he is requesting that rates not be raised.</p> <p><b><u>David moved to accept staff recommendations and issue of off peak specials,</u></b> <b><u>Bill seconded the motion</u></b></p>	<p><b>To be voted on at next meeting.</b></p>
<p><b>Employee Compensation / Merit Considerations</b></p>	<p>Wendy presented Employee Compensation and Evaluation Program (see attachment #6- Employee Compensation and Evaluation Program), Evaluation Form (see attachment 6a-Evaluation Form), Self-Evaluation Tool for Employees (see attachment #6b- Self-Evaluation Tool for Employees), Draft-One-Time Lump Sum Merit Payment Program / Effective January 1, 2010 through December 31, 2010 (see attachment #6c- Draft-One-Time Lump Sum Merit Payment Program / Effective January 1, 2010 through December 31, 2010). Wendy gave an overview of each of the documents, her intentions in drafting them, a brief history of COLA, why, what, how and when of the components of the annual COLA amount. Wendy asked the board what they are looking for,</p> <ul style="list-style-type: none"> <li>⇒ <b>Bill</b> – Does not like merit or bonus, instead the district should be paying fair and appropriate wages to our employees. He does not see bonuses motivate folks.</li> <li>⇒ <b>David</b> – He is concerned with the size of the district and the issues and problems raise. David likes the KC Prosecutors office process of merit, <b>Step Increases</b> which are .7-.8% step increases. Merit increases come after doing a great job, they might receive a bump or two based on merit. With this process someone has the opportunity to be bumped up not once but twice. Employees do max out.</li> <li>⇒ <b>Mike</b> – Feels Step Increases will create a lot of administrative burden, instead he wants the district to pay the appropriate wages for the demographics along with the COLA. Mike does agree with the bonuses and recognition, these are intended for above and</li> </ul>	

<p><i>Board and Staff Reports</i></p>	<p>beyond what their basic job description is.</p> <p>A discussion followed, Captain Joe weighed in that the military awards medal and awards, no money exchanges hands. Public recognition.</p> <p>David asked that she draft an employee and volunteer recognition program. Wendy is proposing to issue annual review the first quarter of each year and the increases would take effect the second quarter of the year.</p> <ul style="list-style-type: none"> <li>⇒ <b>Kristen</b> – Kristen stated she has received both a step increase as well as a merit increase. Her preference is a merit based increase.</li> <li>⇒ <b>Joe</b> – Likes the COLA just as is, he does not like the merit increase status quo, he is unsure on whether to pursue a merit or step increase.</li> </ul> <p>After discussion the commissioners asked Wendy to come back to the commissioners with a more defined management tool, perhaps with a combined budgetary impact not to exceed 3-3.5% cap.</p> <p><b><u>Wendy Reported:</u></b></p> <ul style="list-style-type: none"> <li>⇒ Maintenance and Operations Levy information flier, she asked for the commissioner to weigh in with their feed back within the week.</li> </ul> <p><b><u>Tim Reported:</u></b></p> <ul style="list-style-type: none"> <li>⇒ Village Green Restroom – Tim reported that it is almost complete, we are near the roof.</li> </ul> <p><b><u>Susan Reported:</u></b></p> <ul style="list-style-type: none"> <li>⇒ Volunteer recognition event –Targeting Valentines day</li> </ul> <p><b><u>Joe Reported:</u></b></p> <ul style="list-style-type: none"> <li>⇒ Sunrise Ridge – Parking almost complete, added parking down by Granny’s.</li> <li>⇒ Pt. Robinson Pump house – Barn Boy’s very busy</li> <li>⇒ Pt. Robinson – New trail at Pt. Robinson – Please use it. The trail runs from the upper parking lot down to the Lighthouse.</li> </ul> <p><b><u>Kristen Reported:</u></b></p> <ul style="list-style-type: none"> <li>⇒ BARC Meeting – tomorrow, currently working on the grant</li> </ul> <p><b><u>Mike Reported:</u></b></p> <ul style="list-style-type: none"> <li>⇒ VMI Horse Association – He is pursuing a new meeting update. Wendy stated Mike Bradley was in and they are working on surface water issues which are the last obstacle. Mike will approach them regarding a new time line.</li> </ul> <p><b><u>Cynthia Reported:</u></b></p> <ul style="list-style-type: none"> <li>⇒ New XEROX machine – faster, more affordable, Green concepts, new addition</li> </ul> <p><b><u>Dave Reported:</u></b></p>	<p><b>Wendy to develop a employee and volunteer recognition</b></p>
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