

# VASHON PARK DISTRICT BOARD MINUTES

Ober Park, Evergreen Room, 7:00 pm

DATE: November 10, 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>		
<i>Approval of Minutes</i>	<i>Approval of Minutes (see attachment #2-Minutes), <u>Unanimous</u></i>	Resolution #09-041
<i>Approval of Vouchers</i>	<i>Approval of Vouchers 09-8276 through 09-867 (see attachment 3-Vouchers). <u>Unanimous</u></i>	Resolution #09-042
<i>Public Comment</i>	None	
<i>Draft Reduced Fee Program</i>	<p>David presented the Reduced Fee Policy – Draft Number 12-08,(see attachment #4- David presented the Reduced Fee Policy – Draft Number 12-08). David gave a brief overview of his philosophy while drafting the reduced fee policy. David stated Joe suggested a matching policy and that is what he attempted to achieve. David discussed the changes,</p> <p>⇒ <b>Section 3 – b.</b>, David spoke to the “opt out option”, the 0-100% reduced fee award.</p> <p>A discussion followed. The commissioners intention is to keep to a \$20K levy funded award by the district, however if the district exceeds to \$20K the district will not turn away reduced fees. The commissioners discussed removing the cap for individuals. Travis Shaw addressed his concerns regarding the additional costs of the swim program compared to other user groups and the direct</p>	

*Library Draft Lease*

impact a cap would have on the program. He stated the cap would lend unfairness and not adequately support or provide the equity and management of the Reduced Fee Fund the commissioners are looking for. Travis agreed with supporting the “no cap” decision. Bill stated he would like to see the district move in a more generous direction with the community with special consideration to the recent levy passing. Bill suggested setting aside \$35K as a place holder and not having groups match at 50%. A discussion followed, Wendy suggested moving ahead with the 50% match by participating programs in the reduced fee fund and removing the cap. The following was decided:

- *Strike item E and add to Section F the following language at the end "and the number of activities funded per individual participant"*

***Bill motioned to accept the Reduced Fee Policy with modifications***  
***Kristen seconded the motion***

Mike provided a brief update reporting on his recent phone/meetings with KCLS regarding the library draft lease. Mike presented the DRAFT - Ground Lease agreement between Vashon Park District and KC Library System for Portion of Real Property located in the Southwest corner of Ober Park on Vashon Island (see attachment #5- DRAFT - Ground Lease agreement between Vashon Park District and KC Library System for Portion of Real Property located in the Southwest corner of Ober Park on Vashon Island). Mike stated there were several issues that both parties agreed would be discussed before final decisions were made. Mike went over the proposed changes:

- ⇒ **11. Assignment** (It shall be reasonable for VPD's to withhold consent to a proposed sublet or assignment of this lease if the proposed use is (i) not compatible with use of the Leased Property as a library, and (ii) not permitted under applicable zoning regulations.

David is voting against the lease as it removes all of VPD ability to negotiate, it removes all of Vashon park districts rights to Parcel D, nothing obligates them to Landscaping, the Master Plan and nothing will be contributed to the district as an asset. David stated the building which is deeded back to us in 2017 does have a value yet KCLS recognizes no value of any assets.

Mike stated there is intent to address landscaping issues that are compatible to the park. Mike called for a vote,

Joe addressed the drainage issue regarding Parcel D – he agrees there is intent

**To be voted on at next meeting.**

<p><i>2010 Draft Budget</i></p>	<p>Mike asked for a vote regarding:  <b>10/27/2009</b>  <i>Bill motioned to accept the lease with the proposed changes</i>  <u><i>Joe seconded the motion</i></u></p> <p><i>Joe, Kristen, Mike and Bill approved the motion</i>  <i>David voted against</i>  <u><i>Motion approved</i></u></p> <p>Wendy presented the Draft Budget Narrative – 11/10/09 with attachments (see attachment #6-Draft Budget Narrative – 11/10/09 with attachments). Wendy began with the Narrative, Cynthia presented the Computer Budget, a discussion followed, and Bill asked the Capital expenses be separated from the Operating expenses.</p> <p>Wendy continued with the following categories, Employee Expenses, Advertising/Marketing, Lodging and Maintenance. Bill asked that \$7K be set aside for General Reserve. Wendy stated the budget reflect 3% of annual levy being set aside for Unallocated. A discussion followed, Bill and other commissioners discussed the differences in the budget categories, Bill is recommending the budget should cap at \$1,400,000, this would reduce the funds by \$133,000- additional funds are for fields, matching grants etc.</p> <p>David asked if we have a specific budget for fields next year, Tim stated he is working on it. Mike asked Tim to identify the increase of his budget that is field related. David asked that field costs stand alone.</p> <p>David asked to see a report capturing all expenses and income to the Commons Activities/Budgets. The commissioners asked for reports specific to allocations, Wendy stated it would not be difficult to extrapolate the budget according to account descriptions. Bill stated the remaining \$133,000- of the budget could be specifically allocated as the need arises. The commissioners would make the final decision as to how the \$133,000- is being spent. David asked if we adopted last year's budget would that leave enough revenue to operate the budget for the first quarter of the year and add items back in. Mike shared his concerns adopting a zero based budget, stating it would be too restrictive to staff. He suggested setting a budget, then making necessary adjustments as the year unfolds.</p> <p>Tim stated labor beyond fixed costs for our Athletic Fields Groundskeeper is not predictable. Other staff is called out to attend athletic fields making employee expenses a variable that is difficult to nail down. David said a hard cost budget would be acceptable to share with the VI School District, but not soft costs.</p>	<p><b>Resolution #09-043</b></p> <p><b>Wendy to present a budget at 1,400,000 with a list of:</b></p> <ul style="list-style-type: none"> <li>➤ <b>what needs to be added</b></li> <li>➤ <b>what she doesn't like</b></li> <li>➤ <b>what are the priority meetings and timelines for items to be discussed</b></li> </ul>
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<p><i>Employee Policy – Compensation Program COLA</i></p> <p><i>Board and Staff Reports</i></p> <p><i>Agenda Items</i></p> <p><i>Meeting Adjourned 9:09pm</i></p>	<p>Bill asked the commissioners if they were comfortable with capping the budget a 1,400,000- then in the early months of 2010 address specific issues and or areas of concerns. In addition, Bill asked for a deliberate discussion regarding specific issues he had with this years proposed draft budget.</p> <p>Commissioners agreed to cap the budget at \$1,400,000-, setting aside \$133,000- for future allocation discussion.</p> <p>Wendy presented a “new draft” Cost of Living Adjustment – Number 01-09 with recommendations from our attorney. (see attachment #7-“new draft” Cost of Living Adjustment – Number 01-09). Wendy recommended approving the COLA policy.</p> <p><b>10/27/2009</b>  <b><i>Kristin motioned to accept the COLA Policy</i></b>  <b><i>Joe seconded the motion</i></b></p> <p>Commissioners deferred the COLA vote and the Merit Program/Step/Grade policy to the next meeting.</p> <p>Wendy reported that we were awarded the \$24,000 grant for Pt. Robinson window repairs/restoration. In addition staff attended Captain Joe's 75th Birthday at Pt. Robinson Quarters-A over the weekend. She stated it was a well attended gathering and recognized Captain Joe for his ongoing volunteerism and dedication to the park.</p> <p><b><u>November 24th, 2010</u></b></p> <ul style="list-style-type: none"> <li>⇒ Draft 2010 Budget Review</li> <li>⇒ Employee Compensation / COLA</li> <li>⇒ VMI Horse Association</li> <li>⇒ Reduced Fee Policy</li> <li>⇒ Board &amp; Staff Reports</li> </ul> <p><b><i>Good night</i></b></p>	<p><b>Deferred Vote to next meeting.</b></p>
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