

VASHON PARK DISTRICT BOARD MINUTES

Ober Park, Evergreen Room, 7:00 pm

DATE: November 24, 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),</i> <u>Unanimous</u>	Resolution #09-045
<i>Approval of Vouchers</i>	<i>Approval of Vouchers 09-876 through 09-936 (see attachment 3-Vouchers).</i> <u>Unanimous</u> Mike thanked Tim for the new Community Bulletin Board renovation. Bill asked about Maury Park Community Fund; Wendy explained the district is the fiscal agent for their \$20K Community Partnership grant.	Resolution #09-046
<i>Public Comment</i>	None	
<i>Employee Policy - Compensation Program COLA</i>	Wendy gave a brief overview of the policy and the direction she is recommending, David is in support of the step program. Mike stated he initially felt it was overwhelming for staff, however he will support the changes if they are beneficial for staff, Joe agreed with Mike's position. A discussion followed. It was recommended that the additional section added to the draft COLA policy by the District's attorney was not the recommended version. All agreed the section would be better included with the Step Progression Schedule Policy and Procedure. <i>10/27/2009</i>	

	<p><i>Kristin motioned to accept the COLA Policy</i> <i><u>Joe seconded the motion</u></i> <i><u>Unanimous</u></i></p> <p><i>David motioned to suspend the two week voting period</i> <i>Joe seconded the motion</i> <i>All in favor</i></p> <p><i>David motioned authorizing the executive director to implement a step program for pay progression</i> <i>Joe seconded the motion</i></p> <p><i><u>3 in favor</u></i> <i><u>1 abstained – Bill</u></i></p>	<p>Resolution #09-047</p> <p>Resolution #09-048</p>
<p><i>Reduced Fee Policy</i></p>	<p><i>November 11, 2009 Motion</i> <i>Bill motioned to accept the Reduced Fee Policy with modifications</i> <i><u>Kristen seconded the motion</u></i> <i><u>Unanimous</u></i></p>	<p>Resolution #09-050</p>
<p><i>2010 Draft Budget</i></p>	<p>Wendy presented the 2010 Budget Considerations 11/ 24/09 (see attachment #4-2010 Budget Considerations) and the 2010 Draft Budget (see attachment #5 – 2010 Draft Budget). Wendy gave a brief explanation as she presented the budget, a discussion followed. Mike would like to discuss the Athletic Fields program that was not budgeted for in 2010.</p> <p>Mike shared his concerns that the commissioners appear to be micromanaging the budget. Mike stated he sees nothing on the list that would prevent him from voting on all the other issues.</p> <p>Bill needs to know more about additional staff, new computers and the phone. He could vote this evening to approve the Recognition Program and COLA. In addition, he would like to review what the free public programs are. Do we have too many or too little? Bill is not in favor of the quarterly mailing, and he is unsure about the grant writer.</p> <p>Joe stated, COLA, Free Programs, Employee Recognition programs and even the grant writer he would be comfortable approving tonight. He is unsure about the quarterly mailing.</p> <p>David stated he is in favor of focusing on specific items in 2010. David would like to hear more detail on Fields and the Commons, the overall impact that programs has on maintenance etc. David</p>	

would like to have a maintenance meeting before approving the maintenance worker II FTE. He would keep the free programs status quo as well as the grant writer. He would like to discuss the Quarterly etc. CIP items can be discussed in Jan or Feb of 2010.

The commissioners decided to discuss the following this evening and defer all other elements of the budget until 2010.

Wendy briefly discussed Unemployment Insurance; the \$14K fund will remain for the next three years and will be discussed when there is no possibility of reimbursing a base year with those funds.

⇒ **COLA** – Bill recommended a zero increase, David recommends zero. Joe stated he feels cost of living has increased; he would not approve any less than 1%.

The commissioners recommended 1% COLA increase

⇒ **Step Program** - Bill asked for a step program limit – David asked what sending every employee up one step would cost the district. A discussion followed, David stated Wendy should come up with a recommended amount that would be set aside for step program increase over the year.

⇒ **Grant Writer** – Wendy stated the budget will be \$600- short for 2009. Wendy stated she would like to renew a 6-month contract for 2010. Costing the district \$33K over the next six months.

⇒ **Recognition Program** - \$2K budget for 2010

⇒ **Medical Benefits**

⇒ **Programs Public Programs** – Susan presented Recommended Free and Subsidized Programs for 2010 - (see attachment # 6-Recommended Free and Subsidized Programs for 2010). A discussion followed; David stated it is important to characterize the programs appropriately, WOW should be a program, free programs should be referred to as Special Events – etc...

⇒ **Quarterly Mailer** – David asked this be moved to January for discussion, David asked Susan to discuss the possibility of sharing a quarterly mailer with the VAA. Susan said she would give them a call. Susan is recommending one mailer and evaluate the response

David suggested that Sports programming be represented on Free and Subsidized Programs. David is asking for more attention towards Youth sport, for girls, for younger children, etc.

Bill stated the district is spending over \$200K for athletic fields and he would like to see more Arts Adult and Senior programming. Bill is asking what populations are served in our programs, he asked for a report in the spring. The commissioners agreed to move forward with all programming except the following which will be taken on a case by case basis in 2010:

Include the 1% COLA on the draft budget

Wendy will add \$33K back into the budget for the grant writer

Expect an increase in Med benefits in April

Susan to contact VAA regarding shared costs and partnership with a quarterly mailing.

- ⇒ BARC
- ⇒ Skate Park
- ⇒ Beach Naturalists Program

Wendy presented CIP Allocations – For Discussion ONLY (see attachment #7-CIP Allocations – For Discussions ONLY). A discussion followed. Bill would like to see a four year budget for the operating expenses so the board will have a clearer picture of what will the relevant range be in the next three years specifically for capital funds. Field monies specific to 2010, 11, 12, 2013. How will future Reserve allocations be addressed? Wendy asked the commissioners to review the report and prepare to discuss the specifics of the CIP projects at the next meeting.

David stated there has been discussion about the district to run a bond to address some other capital projects. Vashon commons - lights, fields, stadium, track, the KC pool and possibly BARC could be included in a bond that would benefit various user groups. David asked if the district should budget a levy line item to run a bond.

Add to CIP

- Computers
- Equipment
- Fisher Roof

Pool Update

David asked that the pool be added to the budget as a line item. David encouraged staff to proceed with Wallover Architects procuring the development of a business plan. Tim stated King County addressed multiple maintenance issues and replaced everything that needed attention.

Wendy asked the following be added back into the budget.

Village Green Restroom - Capital

1% for the arts policy as it relates to the Arena and other capital projects.

Wendy presented Resolution 09-049, the document requires signatures from (3) commissioners.

David motioned to suspend the two week voting period

Joe seconded the motion

All in favor

Joe motioned to accept Levy Resolution #09-049

Bill seconded the motion

Unanimous

Commissioners to review CIP projects and discuss the items during the 1st Qtr of 2010.

Wendy to contact Wallover and proceed procuring services for a Business Plan.

Resolution #09-049

Levy Resolution

