

Vashon Park District
Meeting of Board of Commissioners
Public Meeting – April 28, 2026 – 7:00 p.m.
Via ZOOM and In Ober Admin Building
17130 Vashon Hwy SW
Join Zoom Meeting
<https://zoom.us/j/96333578863>
Meeting ID: 963 3357 8863
1-253-215-8782

Agenda for April 28, 2026

Time (PM)	Topic	Activity	Presenter
7:00	Call to Order	A	Abby
7:03	Review Agenda	I	Abby
7:05	Public Comment	D	Abby
7:08	Approval of Minutes: April 14, 2026	A	Abby
7:10	Approval of Preliminary Vouchers: April 3, 2026 – April 21, 2026	A	Abby
7:15	Old Business Policy Discussion - #2500 District Policies Motion: Move to accept the changes to Policy #2500 as presented. <i>Brought by Josh Henderson</i> <i>Seconded by Sarah George</i>	A	Abby
7:25	New Business Financial Report Ober Roof Replacement Belle Baldwin RCO Update Vashon School District Bond Discussion	D/A	Tim
8:45	Agenda Items for Future Meetings Dog Leash Sign Update Invasive Strategy Lighthouse Tours Belle Baldwin Property	D	Abby
8:50	Adjourn	A	Abby

D = Discuss
 I = Inform
 A = Action Required

VASHON PARK DISTRICT (VPD) BOARD OF COMMISSIONERS

MEETING MINUTES

Teleconference and In person, 7:00 pm
DATE: April 14, 2026

Commissioners attending: Bob McMahon, Sarah George, Josh Henderson
 Commissioner(s) not in attendance: Abby Antonelis, Hans Van Dusen
 Staff attending: Tim Stapleton

ISSUE	DISCUSSION AND OUTCOME	FOLLOW UP
Call To Order – Review Agenda	Bob McMahon called the meeting to order and reviewed the agenda.	
Public Comment	No public comments.	
Approval of Minutes from March 24, 2026 Meeting and Preliminary Vouchers from March 18, 2026 – April 3, 2026	Sarah: Move to approve the previous meeting minutes and accept vouchers. Josh: Second. Pass 3-0	Motion to approve the Meeting Minutes and Accept Vouchers Pass 3-0
Old Business Policy Discussion - #2500 District Policies	Tim presented the draft update to Policy #2500 as developed by Josh and Tim. Tim: The policy update defines responsible parties for maintaining the policy manual and removes the statement implying that the policies must be reviewed every four years. The language is also updated to reflect when policies may need to be updated. Lastly, this update outlines the process by which the board intends to review policy. Josh: Thank you, Tim. We discussed most of these changes as a board at the previous meeting. I think this looks great. Bob: The last sentence in the second paragraph, why is that special meeting note in there? Tim: It is in there as a reminder to anyone reading this policy that, at a special meeting, only the items on the agenda are open for discussion. Josh: Move to accept the changes to Policy #2500 as presented. Sarah: Second.	Move to accept the changes to Policy #2500 as presented. Vote at Next Meeting

	Vote at Next Meeting	
<p>New Business Solar Plan Section of Weatherization / Electrification Plan</p>	<p>Tim: With our weatherization and electrification plan finalized, we are now incorporating solar to create a more cohesive energy framework. Including solar in the master plan enhances our grant eligibility, and I recommend we fund these installations primarily through those external sources. For 2027, I propose a feasibility study to bridge our internal technical gaps. This study will specifically outline requirements for structural integrity, shading, and the PSE interconnection process to ensure the building is ready for solar integration.</p> <p>Bob: Does the interconnection assessment come from PSE?</p> <p>Tim: Yes.</p> <p>Bob: We put panels on our house. Solar power comes into the house, and any excess goes back to the grid. It's still only seeing electricity traveling one way and inside. I'm not sure what this is about. Can you clarify?</p> <p>Tim: It's to determine what options work best for us. Without a feasibility study and an examination of our roof, what's possible is unknown.</p> <p>Sarah: If you are putting any electricity back on the grid and there is a power outage, everything must shut down. You cannot be pushing things back on the grid. Can you be sure to investigate this impact on us in feasibility?</p> <p>Tim: Yes.</p>	<p>Vote will occur at next board meeting.</p>
<p>Debrief from Commons Committee Meeting</p>	<p>Tim: In addition to the Commons Committee meeting, Shawn Gateman and I also had a meeting with the facilities director and the principal at McMurray. So, I'll blend those two conversations for this update. The principal is taking over facilities management for the School District. They are facing the reality of the expense of maintaining those fields and wanted to discuss bringing additional funds from the Park District to support that. I pushed back on that because there is an escalator of the payment in the Interlocal Agreement for a reason. One thing that came up at the Commons Committee was that the school district uses the Commons payment for maintenance and operations, but it could be used for capital investments. Recognizing that they do have financial issues, I also agreed to help them identify grants. Hans and Martha, the co-chairs, are committed to identifying someone to fill the vacant position on the Commons Committee.</p> <p>Josh: The idea that the public's use isn't offset by the Commons' payment must be false.</p> <p>Tim: I think the need for them is more a problem of their own finances.</p> <p>Bob: Thank you for the update. On another note, and if there are no comments related to the Commons discussion, who is running the pool?</p> <p>Tim: Derek.</p> <p>Tim: On another topic, we got an email from a resident named Butch Lovelace. The home he purchased contains a prefab metal barn with stalls. He offered to donate it to us. Sarah has been getting numbers on what it would cost to tear that down and move it.</p> <p>Sarah: It's 36 feet wide and 32 feet deep. The horse community has wanted a covered tack-up area to get out of the elements. I have a quote for about \$8k to have people take it down, move it, and put it back up. We'd likely need a concrete pad, which is another \$8k-\$10k.</p> <p>Tim: We have \$25k in the CIP for Paradise Ridge for electrical upgrades. We could reallocate some of that. I'll get a firm number on the electrical stuff.</p>	

	<p>Josh: I'd like to see an analysis of what we are not doing versus what we'd gain by changing how we use any funds in the CIP.</p> <p>Tim: Of course. Should we need to do that, I will provide that to the board.</p>	
Agenda Items for next meeting	No items were added to future agendas.	
Adjourn 8:30 pm	<p>Josh: Motion to adjourn.</p> <p>Sarah: Second.</p> <p>Pass:3-0</p>	<p>Motion to adjourn.</p> <p>Pass 3-0</p>

Minutes by: Tim Stapleton

Check Detail Report

Vashon Park District

April 3-22, 2026

TRANSACTION DATE	TRANSACTION TYPE	NUM	NAME	DESCRIPTION	CLEARED	AMOUNT
1001 King County General 2969						
04/08/2026	Bill Payment (Check)	5208-	Aquatic Specialty Services, Inc.		Uncleared	-49.83
04/08/2026	Bill Payment (Check)	5208-	Aquatic Specialty Services, Inc.			-49.83
04/08/2026	Bill Payment (Check)	5209-	Daily Journal of Commerce Inc		Uncleared	-121.00
04/08/2026	Bill Payment (Check)	5209-	Daily Journal of Commerce Inc			-121.00
04/08/2026	Bill Payment (Check)	5210-	KCDA Purchasing Cooperative		Uncleared	-264.77
04/08/2026	Bill Payment (Check)	5210-	KCDA Purchasing Cooperative			-264.77
04/08/2026	Bill Payment (Check)	5211-	Maggie Mertens		Uncleared	-451.11
04/08/2026	Bill Payment (Check)	5211-	Maggie Mertens			-451.11
04/08/2026	Bill Payment (Check)	5212-	Pacific Office Automation	85F957	Uncleared	-440.38
04/08/2026	Bill Payment (Check)	5212-	Pacific Office Automation			-440.38
04/08/2026	Bill Payment (Check)	5213-	Primo Brands		Uncleared	-352.51
04/08/2026	Bill Payment (Check)	5213-	Primo Brands			-352.51
04/08/2026	Bill Payment (Check)	5214-	Richlite Company		Uncleared	-
04/08/2026	Bill Payment (Check)	5214-	Richlite Company			9,598.96
04/08/2026	Bill Payment (Check)	5214-	Richlite Company			-
04/08/2026	Bill Payment (Check)	5215-	United Site Services, Inc		Uncleared	9,598.96
04/08/2026	Bill Payment (Check)	5215-	United Site Services, Inc		Uncleared	-
04/08/2026	Bill Payment (Check)	5215-	United Site Services, Inc			1,997.78
04/08/2026	Bill Payment (Check)	5216-	Vashon Ace Hardware		Uncleared	-
04/08/2026	Bill Payment (Check)	5216-	Vashon Ace Hardware			1,997.78
04/08/2026	Expense		WA State Dept of Retirement Systems		Uncleared	-88.21
04/08/2026	Expense		WA State Dept of Retirement Systems	4/3 payroll	Uncleared	-88.21
04/08/2026	Expense		WA State Dept of Retirement Systems		Uncleared	-250.00
04/15/2026	Expense		WA State Dept of Retirement Systems		Uncleared	-250.00
04/15/2026	Expense		WA State Dept of Retirement Systems	PERS Payment	Uncleared	-
04/15/2026	Expense		WA State Dept of Retirement Systems		Uncleared	9,012.38
04/15/2026	Expense		WA State Dept of Retirement Systems		Uncleared	-
04/15/2026	Expense		WA State Dept of Retirement Systems		Uncleared	9,012.38
1021 US Bank CC 4825						
04/14/2026	Expense		US Bank	Analysis Service Charge	Cleared	-236.13
04/14/2026	Expense		US Bank	Analysis Service Charge		236.13
1025 US Bank Imprest 4874						
04/05/2026	Expense		Zoom	Recurring Debit Purchase Zoom.com XXX-XXXzoom.us Ca XX/XX Card 6098	Cleared	-18.50
04/05/2026	Expense		Zoom	Recurring Debit Purchase Zoom.com XXX-XXXzoom.us Ca XX/XX Card 6098		18.50

Payroll Journal Report

Date Range: 04/03/2026 - 04/22/2026
 Report Created On: 04/22/2026

Payroll Journal Summary by Department

Per Department Summary for 04/03/2026 - 04/22/2026

Department	Earnings			Employee Taxes		Employer Taxes		Net Pay
	Description	Hours	Total	Description	Amount	Description	Amount	
(None)	Regular	1485.51	\$57,185.94	Federal Income Tax	\$6,174.14	Social Security	\$441.52	\$51,185.45
	Overtime	16.40	\$678.26	Social Security	\$441.52	Medicare	\$924.09	
	Time Off	94.00	\$3,938.26	Medicare	\$924.09	WA EAF	\$18.64	
	Sick	71.25	\$2,548.00	WA Family and Medical Leave Insurance (Employee)	\$521.58	WA SUI	\$397.25	
	Personal Day	8.00	\$267.92	Washington Long-Term Care Insurance	\$374.79	Total	\$1,781.50	
	Gross	--	\$64,618.38	Total	\$8,436.12			
Maintenance	Regular	172.50	\$9,039.00	Federal Income Tax	\$1,139.24	Medicare	\$130.64	\$7,127.78
	Gross	--	\$9,039.00	Medicare	\$130.64	WA SUI	\$57.84	
				WA Family and Medical Leave Insurance (Employee)	\$72.96	WA EAF	\$2.72	
				Washington Long-Term Care Insurance	\$52.42	Total	\$191.20	
				Total	\$1,395.26			
Vashon Pool	Regular	694.52	\$18,564.60	Federal Income Tax	\$2,346.84	Social Security	\$602.91	\$21,356.59
	Overtime	17.00	\$969.00	Social Security	\$602.91	Medicare	\$375.65	
	Time Off	169.25	\$6,420.35	Medicare	\$375.65	WA SUI	\$166.11	
	Gross	--	\$25,953.95	WA Family and Medical Leave Insurance (Employee)	\$209.50	WA EAF	\$7.80	
				Washington Long-Term Care Insurance	\$150.53	Total	\$1,152.47	
				Total	\$3,685.43			
Payroll Totals	Regular	2352.53	\$84,789.54	Federal Income Tax	\$9,660.22	Social Security	\$1,044.43	\$79,669.82
	Overtime	33.40	\$1,647.26	Social Security	\$1,044.43	Medicare	\$1,430.38	
	Time Off	263.25	\$10,358.61	Medicare	\$1,430.38	WA EAF	\$29.16	
	Sick	71.25	\$2,548.00	Washington Long-Term Care Insurance	\$577.74	WA SUI	\$621.20	
	Personal Day	8.00	\$267.92	WA Family and Medical Leave Insurance (Employee)	\$804.04	Total	\$3,125.17	
	Gross	--	\$99,611.33	Total	\$13,516.81			

Policy #: 2500	
Approval Date:	Last Revision Date:

All policies of the District shall be assembled online and accessible through the Park District website, as well as physically in the Vashon Park District Policy Manual located at the District office. Policies are, maintained ~~in the District office~~ by the Board Secretary and ~~/or~~ the Executive Director.

All District policies may be reviewed and modified as ~~needed but no later than every 4 years~~ ~~to~~ needed to reflect changes in District processes and procedures; changes in employee processes and need; changes in community and/or user needs; ~~and~~ changes in guiding RCWs and law; and changes deemed necessary by the Board of Commissioners. All District policies shall be adopted by resolution or by motion in a regular or special Board meeting. Policy changes during special meetings must be named in the Agenda for the special meeting.

The Board Secretary and the Executive Director are responsible for drafting updates to current policy; drafting new policy; receiving policy recommendations from other Board members, staff, or members of the public; and presenting new policy, or updates to current policy, to the Board during a scheduled meeting.

Motion: Josh Henderson moved to accept the changes to Policy #2500 as presented.

Seconded by Sarah George

Draft to vote on is below:

All policies of the District shall be assembled online and accessible through the Park District website, as well as physically in the Vashon Park District Policy Manual located at the District office. Policies are maintained by the Board Secretary and the Executive Director.

All District policies may be reviewed and modified as needed to reflect changes in District processes and procedures; changes in employee processes and need; changes in community and/or user needs; changes in guiding RCWs and law; and changes deemed necessary by the Board of Commissioners. All District policies shall be adopted by resolution or by motion in a regular or special Board meeting. Policy changes during special meetings must be named in the Agenda for the special meeting.

The Board Secretary and the Executive Director are responsible for drafting updates to current policy; drafting new policy; receiving policy recommendations from other Board members, staff, or members of the public; and presenting new policy, or updates to current policy, to the Board during a scheduled meeting.



**Vashon Park District
Meeting of Board of Commissioners
April 24, 2026 – 7:00 p.m.**

Executive Director Budget Notes:

Total Budget Notes:

- **Expenses** – At the end of March, we are tracking to spend \$83,073 under budget. I still expect us to spend very close to the budget by the end of the year. As with last month, there is nothing specific to point to in this explanation other than solid planning on all of our part. We are entering our more expensive months now. Total expenses for March were \$196,326.
- **Revenue** – We are tracking very close to budget through March.
- **Cash Flow** – We ended the month with \$435,139 in cash reserves.
- **Other:** At the end of the first quarter, we look good across the board, running at a net positive of \$82,638.

Admin:

- Revenue – We are running pretty close to projections on this front. No significant developments to report.
- Payroll, Contractors, and Related expenses are tracking close to as expected, running about \$15,000 under budget. This gap will close throughout the year.
- Other expenses: There are no significant deviations from our projections to report other than the activity guide expense hit in February, which was budgeted for April. This will not impact our forecast as I've updated those projections. Total expenses are running about \$15,000 under budget.

Maintenance:

- Revenue – We are tracking very closely to budget and expecting to finish the year with a revenue total of \$26,000.
- Payroll, Contractors, and Related expenses are tracking about \$7500 under budget.
- Other expenses: Across the board, we are running slightly under on expenses with just a few line item deviations from that.
 - Tractor Accident: Our tractor at Paradise Ridge rolled over while climbing a hill. The engine stalled and sputtered, causing the tractor to rock and bounce slightly. This was enough for the tires to lose traction, slide back down the hill, and roll over. The employee on the tractor was not injured. The tractor is/was well worn out. We can fix most of the damage in-house and then assess whether outside help is needed.
 - F250 Accident: One of our employees lost consciousness at the wheel and ran off the road. I suspect the truck is totaled. I will share additional details during the meeting.

Commons:

- Revenue – Revenue is tracking slightly under budget (\$4,424) but we still have no reason to believe we will not finish close to the \$25,483 revenue budget.

- Payroll, Contractors, and Related expenses are leveling out as we predicted would occur during March through September. We have accounted for this in our total payroll budget for this expense category.
- Other expenses: Not a lot to report. As a reminder, we will see the Commons payments in June and December, which will represent 99% of our “other” expenses.

Programming:

- Revenue – Revenue is still tracking over projection by about \$4,500.
- Payroll, Contractors, and Related expenses are tracking lower than expected but will pick up in the spring/summer as our camps and major programming take off.
- Other expenses: We ran over on our transportation budget during the ski season, but should be able to make that up throughout the year. Other than that, there are no significant deviations from our projections to report.

Pool:

- Revenue – This is tracking to be right on the button, finishing the year at \$113,000.
- Payroll, Contractors, and Related expenses are tracking as expected.
- Other expenses: Like all of last year, this budget runs very tight and looks solid. We should see some vacancy savings due to Derek being in the acting pool director role and us not backfilling his position.

Point Robinson:

- Revenue – We had another good month and expect our revenue to finish at or over our projection of \$120,994.
- Payroll, Contractors, and Related expenses are tracking as expected.
- Other expenses: Nothing to report

Fern Cove:

- Revenue – Caretaker fees were paid.
- Utilities: March utilities are tracking in the \$300 range as we expected.
- RCO Update: RCO’s Compliance Division Director, Kyle Guzlas, sent me a letter acknowledging that daily rental use is in compliance with our agreement with RCO. The letter is in your board packet.

2026 Budget																
	2026 Budget	January	February	March	April	May	June	July	August	September	October	November	December	2026 Projected EOY	Difference from Budget	% change
Beginning Cash	\$ 711,929	Actual	Actual	Actual	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	\$ 509,313		
Revenue																
Levy	\$ 1,984,380	\$ 8,494	\$ 43,223	\$ 116,352	\$ 728,583	\$ 183,514	\$ 18,721	\$ 5,280	\$ 7,457	\$ 33,917	\$ 674,700	\$ 147,538	\$ 25,250	\$ 1,993,029	\$ 8,649	0.4%
Admin	\$ 142,855	\$ 3,006	\$ 4,252	\$ 1,657	\$ 38,060	\$ 6,606	\$ 6,606	\$ 7,106	\$ 6,781	\$ 6,606	\$ 38,060	\$ 6,606	\$ 6,606	\$ 131,952	\$ (10,903)	-7.6%
Parks & Facilities Maintenance	\$ 25,920	\$ 609	\$ 1,270	\$ 793	\$ 2,500	\$ 1,400	\$ 400	\$ 5,800	\$ 5,600	\$ 3,600	\$ 1,000	\$ 1,160	\$ 1,160	\$ 25,292	\$ (628)	-2.4%
Commons	\$ 26,160	\$ 1,077	\$ 4,429	\$ 1,006	\$ 2,180	\$ 2,180	\$ 2,180	\$ 2,180	\$ 2,180	\$ 2,180	\$ 2,180	\$ 2,180	\$ 2,180	\$ 26,132	\$ (28)	-0.1%
Programs, Classes & Camps	\$ 25,483	\$ 6,226	\$ 1,900	\$ -	\$ 4,200	\$ 1,170	\$ 1,540	\$ 297	\$ 488	\$ 1,585	\$ 3,700	\$ 4,300	\$ 4,500	\$ 29,907	\$ 4,424	17.4%
Pool	\$ 113,400	\$ 12,204	\$ 2,887	\$ 7,109	\$ 11,400	\$ 7,800	\$ 7,800	\$ 16,800	\$ 17,300	\$ 7,800	\$ 7,500	\$ 7,300	\$ 7,300	\$ 113,200	\$ (200)	-0.2%
Point Robinson	\$ 120,994	\$ 9,505	\$ 13,585	\$ 11,911	\$ 6,412	\$ 8,612	\$ 3,812	\$ 26,848	\$ 6,799	\$ 7,921	\$ 10,493	\$ 7,637	\$ 6,062	\$ 119,597	\$ (1,397)	-1.2%
Fern Cove	\$ 28,800	\$ 2,283	\$ 2,283	\$ 2,283	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 28,449	\$ (351)	-1.2%
CIP		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total	\$ 2,467,992	\$ 43,404	\$ 73,829	\$ 141,111	\$ 795,735	\$ 213,682	\$ 43,459	\$ 66,711	\$ 49,005	\$ 66,009	\$ 740,033	\$ 179,121	\$ 55,458	\$ 2,467,557	\$ (435)	0.0%
Expenses																
Admin (includes RFAs)	\$ 582,357	\$ 31,298	\$ 37,265	\$ 39,510	\$ 37,561	\$ 40,061	\$ 39,061	\$ 33,061	\$ 155,596	\$ 37,561	\$ 35,096	\$ 35,096	\$ 53,556	\$ 574,722	\$ (7,635)	-1.3%
Parks & Facilities Maintenance	\$ 727,985	\$ 59,271	\$ 48,725	\$ 46,488	\$ 59,118	\$ 57,333	\$ 67,168	\$ 58,643	\$ 65,700	\$ 62,125	\$ 56,643	\$ 56,093	\$ 56,093	\$ 693,400	\$ (34,585)	-4.8%
Commons	\$ 185,862	\$ 9,506	\$ 10,127	\$ 8,609	\$ 8,294	\$ 8,294	\$ 51,461	\$ 8,294	\$ 8,294	\$ 8,294	\$ 8,294	\$ 8,294	\$ 51,461	\$ 189,222	\$ 3,360	1.8%
Programs, Classes & Camps	\$ 336,526	\$ 20,816	\$ 21,997	\$ 15,360	\$ 24,063	\$ 24,991	\$ 29,591	\$ 36,141	\$ 33,891	\$ 37,791	\$ 22,791	\$ 26,995	\$ 26,995	\$ 321,422	\$ (15,104)	-4.5%
Pool	\$ 445,791	\$ 37,351	\$ 41,858	\$ 23,488	\$ 40,848	\$ 37,860	\$ 35,748	\$ 37,273	\$ 36,048	\$ 36,542	\$ 36,348	\$ 36,503	\$ 36,003	\$ 435,870	\$ (9,921)	-2.2%
Point Robinson	\$ 120,397	\$ 8,529	\$ 11,268	\$ 6,856	\$ 9,188	\$ 9,177	\$ 18,198	\$ 9,190	\$ 9,117	\$ 9,307	\$ 10,077	\$ 9,307	\$ 9,807	\$ 120,021	\$ (376)	-0.3%
Fern Cove	\$ 5,000	\$ 428	\$ 369	\$ 225	\$ 453	\$ 453	\$ 453	\$ 354	\$ 453	\$ 453	\$ 453	\$ 453	\$ 453	\$ 5,000	\$ -	0.0%
CIP	\$ 196,500	\$ -	\$ -	\$ 55,790	\$ 24,210	\$ 47,500	\$ 45,000		\$ -	\$ -	\$ -	\$ 24,000	\$ -	\$ 196,500	\$ -	0.0%
Total	\$ 2,600,418	\$ 167,199	\$ 171,609	\$ 196,326	\$ 203,735	\$ 225,669	\$ 286,680	\$ 182,956	\$ 309,099	\$ 192,073	\$ 169,702	\$ 196,741	\$ 234,368	\$ 2,536,157	\$ (64,261)	-2.5%
Net Operations																
Admin	\$ (439,502)	\$ (28,292)	\$ (33,013)	\$ (37,853)	\$ 499	\$ (33,455)	\$ (32,455)	\$ (25,955)	\$ (148,815)	\$ (30,955)	\$ 2,964	\$ (28,490)	\$ (46,950)	\$ (442,770)	\$ (3,268)	0.7%
Parks & Facilities Maintenance	\$ (702,065)	\$ (58,662)	\$ (47,455)	\$ (45,695)	\$ (56,618)	\$ (55,933)	\$ (66,768)	\$ (52,843)	\$ (60,100)	\$ (58,525)	\$ (55,643)	\$ (54,933)	\$ (54,933)	\$ (668,108)	\$ 33,957	-4.8%
Commons	\$ (159,702)	\$ (8,429)	\$ (5,698)	\$ (7,603)	\$ (6,114)	\$ (6,114)	\$ (49,281)	\$ (6,114)	\$ (6,114)	\$ (6,114)	\$ (6,114)	\$ (6,114)	\$ (49,281)	\$ (163,090)	\$ (3,388)	2.1%
Programs, Classes & Camps	\$ (311,043)	\$ (14,590)	\$ (20,097)	\$ (15,360)	\$ (19,863)	\$ (23,821)	\$ (28,051)	\$ (35,844)	\$ (33,403)	\$ (36,206)	\$ (19,091)	\$ (22,695)	\$ (22,495)	\$ (291,516)	\$ 19,528	-6.3%
Pool	\$ (332,391)	\$ (25,147)	\$ (38,971)	\$ (16,379)	\$ (29,448)	\$ (30,060)	\$ (27,948)	\$ (20,473)	\$ (18,748)	\$ (28,742)	\$ (28,848)	\$ (29,203)	\$ (28,703)	\$ (322,670)	\$ 9,721	-2.9%
Point Robinson	\$ 597	\$ 976	\$ 2,317	\$ 5,055	\$ (2,776)	\$ (565)	\$ (14,386)	\$ 17,658	\$ (2,318)	\$ (1,386)	\$ 416	\$ (1,670)	\$ (3,745)	\$ (424)	\$ (1,021)	-171.0%
Fern Cove	\$ 23,800	\$ 1,855	\$ 1,914	\$ 2,058	\$ 1,947	\$ 1,947	\$ 1,947	\$ 2,046	\$ 1,947	\$ 1,947	\$ 1,947	\$ 1,947	\$ 1,947	\$ 23,449	\$ (351)	-1.5%
CIP	\$ (196,500)	\$ -	\$ -	\$ (55,790)	\$ (24,210)	\$ (47,500)	\$ (45,000)	\$ -	\$ -	\$ -	\$ -	\$ (24,000)	\$ -	\$ (196,500)	\$ -	0.0%
Net	\$ (132,426)	\$ (123,795)	\$ (97,780)	\$ (55,215)	\$ 592,000	\$ (11,987)	\$ (243,221)	\$ (116,245)	\$ (260,094)	\$ (126,064)	\$ 570,331	\$ (17,620)	\$ (178,910)	\$ (68,600)	\$ 63,826	-48.2%
Ending Cash Balance	\$ 579,503	\$ 588,134	\$ 490,354	\$ 435,139	\$ 1,027,139	\$ 1,015,152	\$ 771,931	\$ 655,687	\$ 395,593	\$ 269,528	\$ 839,860	\$ 822,239	\$ 643,329	\$ 643,329	\$ 63,826	11.0%

Balance Sheet
Vashon Park District
As of Mar 31, 2026

	TOTAL
<hr/>	
Assets	
Current Assets	
Bank Accounts	
1000 Cash	\$6,190.39
10000 Clearing Account	0.00
1001 King County General 2969	401,291.51
1021 US Bank CC 4825	-828.07
1023 CC Clearing Account	0.00
1024 US Bank Payroll 3561	0.00
1025 US Bank Imprest 4874	19,665.16
1030 Petty Cash Front Desk Ober	350.00
1045 Petty Cash Pool	400.00
Total for 1000 Cash	\$427,068.99
Total for Bank Accounts	\$427,068.99
Accounts Receivable	
11000 Accounts Receivable	561.29
Total for Accounts Receivable	\$561.29
Other Current Assets	
12000 Undeposited Funds	0.00
1210 Levy Receivable	\$0.00
1211 Levy Receivable Current Year	1,921,094.43
1212 Levy Receivable Prior Years	40,914.26
Total for 1210 Levy Receivable	\$1,962,008.69
1400 Other	
1401 Prepaid Insurance	0.00
1402 Prepaid Medical	0.00
1410 Employee Advances	0.00
1420 Suspense	0.00
Total for 1400 Other	\$0.00
Uncategorized Asset	0.00
Total for Other Current Assets	\$1,962,008.69
Total for Current Assets	\$2,389,638.97
Fixed Assets	
1501 Leased Trucks	90,322.20
1502 Leased Tractor	42,000.00
Total for Fixed Assets	\$132,322.20
Other Assets	
Investment in Vashon Adventures	50,000.00
Total for Other Assets	\$50,000.00
Total for Assets	\$2,571,961.17

Balance Sheet

Vashon Park District

As of Mar 31, 2026

	TOTAL
<hr/>	
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
2110 Accounts Payable	0.00
Total for Accounts Payable	\$0.00
Other Current Liabilities	
2120 Sales Tax Payable	1,165.81
2200 Payroll Liabilities	\$0.01
2240 State Unemployment Payable	0.00
2250 L & I Payable	0.00
2270 Garnishments Payable	0.00
2281 PERS Payable	4,248.98
2282 Deferred Compensation Program Payable	0.00
Total for 2200 Payroll Liabilities	\$4,248.99
2201 Net Pay Payable	0.00
2340 Medical Insurance	0.00
2405 Deferred Revenue, Levy	1,962,008.69
2500 Other Current Liabilities	\$0.00
2570 Deposits	
2571 Lodging	0.00
2572 Key and Equipment	476.50
2573 Misc Deposits	308.45
Total for 2570 Deposits	\$784.95
Total for 2500 Other Current Liabilities	\$784.95
Washington State Department of Revenue Payable	0.00
Total for Other Current Liabilities	\$1,968,208.44
Total for Current Liabilities	\$1,968,208.44
Long-term Liabilities	
2811 Vacation Leave Payable	11,845.90
Total for Long-term Liabilities	\$11,845.90
Total for Liabilities	\$1,980,054.34
Equity	
3000 Opening Balance Equity	0.00
3500 Restricted Special	\$0.00
3502 Agren Forestry	9,074.09
Total for 3500 Restricted Special	\$9,074.09
3800 RFA	3,949.47
3801 RFA Swim4All	0.00
3802 RFA Basketball	1,737.16
3803 RFA Episcopal Church Swim	-448.90
3804 RFA Sailing Camp	582.50
32000 Unrestricted Net Assets	840,610.86

Balance Sheet

Vashon Park District

As of Mar 31, 2026

	TOTAL
Net Income	-263,598.35
Total for Equity	\$591,906.83
Total for Liabilities and Equity	\$2,571,961.17

Check Detail Report

Vashon Park District

March 2026

TRANSACTION DATE	TRANSACTION TYPE	NUM	NAME	DESCRIPTION	CLEARED	AMOUNT
1001 King County General 2969						
03/09/2026	Bill Payment (Check)	5145-	CalPortland Company Inc	1007914	Reconciled	-125.30
03/09/2026	Bill Payment (Check)	5145-	CalPortland Company Inc			-125.30
03/09/2026	Bill Payment (Check)	5146-	Marie Browne Business Management Services		Reconciled	-2,500.00
03/09/2026	Bill Payment (Check)	5146-	Marie Browne Business Management Services			-2,500.00
03/09/2026	Bill Payment (Check)	5147-	Vashon Adventures LLC		Reconciled	-
03/09/2026	Bill Payment (Check)	5147-	Vashon Adventures LLC			50,000.00
03/09/2026	Bill Payment (Check)	5147-	Vashon Adventures LLC			-
03/10/2026	Expense		WA State Dept of Retirement Systems		Reconciled	50,000.00
03/10/2026	Expense		WA State Dept of Retirement Systems	3/5 payroll	Uncleared	-250.00
03/11/2026	Bill Payment (Check)	5149-	Amerigas		Reconciled	-289.21
03/11/2026	Bill Payment (Check)	5149-	Amerigas			-289.21
03/11/2026	Bill Payment (Check)	5150-	ASCAP		Reconciled	-460.17
03/11/2026	Bill Payment (Check)	5150-	ASCAP			-460.17
03/11/2026	Bill Payment (Check)	5151-	Bozco Construction LLC		Reconciled	-
03/11/2026	Bill Payment (Check)	5151-	Bozco Construction LLC			98,931.60
03/11/2026	Bill Payment (Check)	5151-	Bozco Construction LLC			-
03/11/2026	Bill Payment (Check)	5152-	King County Treasury		Reconciled	98,931.60
03/11/2026	Bill Payment (Check)	5152-	King County Treasury			-5,431.33
03/11/2026	Bill Payment (Check)	5152-	King County Treasury			-5,431.33
03/11/2026	Bill Payment (Check)	5153-	Vashon Disposal Co.	2111-32170360, 32170362, 32695266	Reconciled	-1,034.90
03/11/2026	Bill Payment (Check)	5153-	Vashon Disposal Co.			-1,034.90
03/11/2026	Bill Payment (Check)	5154-	Williams Heating, Inc. (Gas)	329120	Reconciled	-956.06
03/11/2026	Bill Payment (Check)	5154-	Williams Heating, Inc. (Gas)			-956.06
03/11/2026	Bill Payment (Check)	5155-	Williams Heating, Inc. (Oil)	329130	Reconciled	-817.97
03/11/2026	Bill Payment (Check)	5155-	Williams Heating, Inc. (Oil)			-817.97
03/11/2026	Bill Payment (Check)	5156-	WRPA		Reconciled	-1,737.25
03/11/2026	Bill Payment (Check)	5156-	WRPA			-1,737.25
03/13/2026	Expense		WA State Dept of Retirement Systems		Reconciled	-8,575.95
03/13/2026	Expense		WA State Dept of Retirement Systems	PERS Payment	Uncleared	-8,575.95
03/18/2026	Bill Payment (Check)	5185-	Aquatic Specialty Services, Inc.		Reconciled	-743.49
03/18/2026	Bill Payment (Check)	5185-	Aquatic Specialty Services, Inc.			-743.49
03/18/2026	Bill Payment (Check)	5186-	Crystal Springs		Reconciled	-102.30
03/18/2026	Bill Payment (Check)	5186-	Crystal Springs			-102.30
03/18/2026	Bill Payment (Check)	5187-	MacDonald-Miller	33701	Reconciled	-656.67
03/18/2026	Bill Payment (Check)	5187-	MacDonald-Miller			-656.67
03/18/2026	Bill Payment (Check)	5188-	Pacific Office Automation	85F957	Reconciled	-440.38
03/18/2026	Bill Payment (Check)	5188-	Pacific Office Automation			-440.38
03/18/2026	Bill Payment (Check)	5189-	Sound Publishing, Inc.	83009754	Reconciled	-82.25
03/18/2026	Bill Payment (Check)	5189-	Sound Publishing, Inc.			-82.25

Check Detail Report

Vashon Park District

March 2026

TRANSACTION DATE	TRANSACTION TYPE	NUM	NAME	DESCRIPTION	CLEARED	AMOUNT
03/18/2026	Bill Payment (Check)	5190-	United Site Services, Inc		Reconciled	-3,986.78
03/18/2026	Bill Payment (Check)	5190-	United Site Services, Inc			-3,986.78
03/18/2026	Bill Payment (Check)	5191-	WA State Health Care Authority (PEBB)	900 C98	Reconciled	-
03/18/2026	Bill Payment (Check)	5191-	WA State Health Care Authority (PEBB)			12,861.27
03/18/2026	Bill Payment (Check)	5192-	Water District 19	79000	Reconciled	-910.60
03/18/2026	Bill Payment (Check)	5192-	Water District 19			-910.60
03/18/2026	Bill Payment (Check)	5193-	Williams Heating, Inc. (Gas)	329120	Reconciled	-147.62
03/18/2026	Bill Payment (Check)	5193-	Williams Heating, Inc. (Gas)			-147.62
03/24/2026	Expense		WA State Dept of Retirement Systems		Reconciled	-250.00
03/24/2026	Expense		WA State Dept of Retirement Systems	3/20 payroll	Uncleared	-250.00
03/25/2026	Expense	Ex Feb 2026	WA Dept of Revenue		Reconciled	-1,293.38
03/25/2026	Expense	Ex Feb 2026	WA Dept of Revenue		Uncleared	-1,293.38
03/26/2026	Expense		King County Dept of Local Services Permitting Division	Hubdoc - https://app.hubdoc.com/document/892252573	Reconciled	-
03/26/2026	Expense		King County Dept of Local Services Permitting Division	election cost		10,052.11
1021 US Bank CC 4825						
03/03/2026	Expense		VRBO	Electronic Withdrawal Vrbo	Cleared	-445.76
03/03/2026	Expense		VRBO	Leis-QA		-459.60
03/03/2026	Expense		VRBO	Electronic Withdrawal Vrbo		-13.84
03/03/2026	Expense		US Bank	Electronic Withdrawal Merchant Bankcd	Cleared	-384.19
03/03/2026	Expense		US Bank	Electronic Withdrawal Merchant Bankcd		384.19
03/13/2026	Expense		US Bank	Analysis Service Charge	Cleared	-227.90
03/13/2026	Expense		US Bank	Analysis Service Charge		227.90
1025 US Bank Imprest 4874						
03/02/2026	Expense	F1E1806T1	Vashon Events	Hubdoc - https://app.hubdoc.com/document/885324793 - INV F1E1806T1	Cleared	-27.11
03/02/2026	Expense	F1E1806T1	Vashon Events	Vashon Events - F1E1806T1		27.11
03/02/2026	Expense	F1E1807T1	Vashon Events	Hubdoc - https://app.hubdoc.com/document/885324689 - INV F1E1807T1	Cleared	-27.11
03/02/2026	Expense	F1E1807T1	Vashon Events	Vashon Events - F1E1807T1		27.11
03/04/2026	Expense		Richlite Company	Hubdoc - https://app.hubdoc.com/document/902744308	Cleared	-3,036.00
03/04/2026	Expense		Richlite Company	Rainier Richlite - 902744308		3,036.00
03/05/2026	Expense	INV344570898	Zoom	Hubdoc - https://app.hubdoc.com/document/888625237 - INV INV344570898	Cleared	-18.50
03/05/2026	Expense	INV344570898	Zoom	Zoom Video Communications - INV344570898		18.50
03/05/2026	Expense	PM162510	Home Depot	Hubdoc - https://app.hubdoc.com/document/888625043 - INV PM162510	Cleared	-140.33
03/05/2026	Expense	PM162510	Home Depot	Home Depot - PM162510		140.33
03/05/2026	Expense	114-6137199-3644231	Amazon	Hubdoc - https://app.hubdoc.com/document/892487395 - INV 114-6137199-3644231	Cleared	-12.73
03/05/2026	Expense	114-6137199-3644231	Amazon	Amazon - 114-6137199-3644231		12.73
03/06/2026	Expense	111-5166657-0127412	Amazon	Hubdoc - https://app.hubdoc.com/document/892487823 - INV 111-5166657-0127412	Cleared	-132.10
03/06/2026	Expense	111-5166657-0127412	Amazon	Amazon - 111-5166657-0127412		132.10
03/09/2026	Expense	112-1368091-4221848	Amazon	Hubdoc - https://app.hubdoc.com/document/892487873 - INV 112-1368091-4221848	Cleared	-35.93
03/09/2026	Expense	112-1368091-4221848	Amazon	Amazon - 112-1368091-4221848		17.97
03/09/2026	Expense	112-1368091-4221848	Amazon	Amazon - 112-1368091-4221848		17.96
03/10/2026	Expense		Adobe	Recurring Debit Purchase Adobe Inc San Jose Ca XX/XX Card 6098	Cleared	-219.93
03/10/2026	Expense		Adobe	Recurring Debit Purchase Adobe Inc San Jose Ca XX/XX Card 6098		219.93
03/13/2026	Expense		VRBO	Hubdoc - https://app.hubdoc.com/document/891596373	Cleared	-699.00
03/13/2026	Expense		VRBO	Vrbo - 891596373		699.00
03/15/2026	Expense		Adobe	Recurring Debit Purchase Adobe Inc XXX-XXXXXXX Ca XX/XX Card 6098	Cleared	-10.88

Check Detail Report

Vashon Park District

March 2026

TRANSACTION DATE	TRANSACTION TYPE	NUM	NAME	DESCRIPTION	CLEARED	AMOUNT
03/15/2026	Expense		Adobe	Recurring Debit Purchase Adobe Inc XXX-XXXXXXX Ca XX/XX Card 6098		10.88
03/16/2026	Expense	113-9709409-5102604	Amazon	Hubdoc - https://app.hubdoc.com/document/892487926 - INV113-9709409-5102604	Cleared	-43.15
03/16/2026	Expense	113-9709409-5102604	Amazon	Amazon - 113-9709409-5102604		43.15
03/17/2026	Expense		Gray Lumber Company	Hubdoc - https://app.hubdoc.com/document/892486989	Cleared	-2,757.21
03/17/2026	Expense		Gray Lumber Company	Gray Lumber Co - 892486989		2,757.21
03/19/2026	Expense	112-8614588-1547463	Amazon	Hubdoc - https://app.hubdoc.com/document/900911962 - INV112-8614588-1547463	Cleared	-236.14
03/19/2026	Expense	112-8614588-1547463	Amazon	Amazon - 112-8614588-1547463		236.14
03/21/2026	Expense		LinkedIn	Recurring Debit Purchase LinkedInprea *XXXXX-XXXXXXX Ca XX/XX Card 6098	Cleared	-32.66
03/21/2026	Expense		LinkedIn	Recurring Debit Purchase LinkedInprea *XXXXX-XXXXXXX Ca XX/XX Card 6098		32.66
03/23/2026	Bill Payment (Check)		United Site Services, Inc		Cleared	-1,246.00
03/23/2026	Bill Payment (Check)		United Site Services, Inc			-1,246.00
03/23/2026	Bill Payment (Check)		United Site Services, Inc		Cleared	-384.00
03/23/2026	Bill Payment (Check)		United Site Services, Inc			-384.00
03/23/2026	Bill Payment (Check)		United Site Services, Inc		Cleared	-162.00
03/23/2026	Bill Payment (Check)		United Site Services, Inc			-162.00
03/23/2026	Bill Payment (Check)		United Site Services, Inc		Cleared	-663.76
03/23/2026	Bill Payment (Check)		United Site Services, Inc			-663.76
03/24/2026	Expense		Canva	Recurring Debit Purchase Canva* IXXXXX-XXcanva.com Tx XX/XX Card 6098	Cleared	-12.99
03/24/2026	Expense		Canva	Recurring Debit Purchase Canva* IXXXXX-XXcanva.com Tx XX/XX Card 6098		12.99
03/26/2026	Expense		Zoom	Recurring Debit Purchase Zoom.com XXX-XXXzoom.us Ca XX/XX Card 3318	Cleared	-185.02
03/26/2026	Expense		Zoom	Recurring Debit Purchase Zoom.com XXX-XXXzoom.us Ca XX/XX Card 3318		185.02
03/27/2026	Expense		Washington State Ferries	Debit Purchase -visa Wsferries-fauntlseattle Wa XX/XX Card 6098	Cleared	-25.70
03/27/2026	Expense		Washington State Ferries	Debit Purchase -visa Wsferries-fauntlseattle Wa XX/XX Card 6098		25.70
03/28/2026	Expense	10001479889907	Intuit	Hubdoc - https://app.hubdoc.com/document/900912610 - INV10001479889907	Cleared	-55.54
03/28/2026	Expense	10001479889907	Intuit	Intuit Quickbooks - 10001479889907		55.54
1024 US Bank Payroll 3561						
03/02/2026	Expense		Gusto-v		Reconciled	-518.36
03/02/2026	Expense		Gusto-v	Gusto fee		518.36

Payroll Journal Report

Date Range: 04/03/2026 - 04/22/2026
Report Created On: 04/22/2026

Payroll Journal Summary by Department

Per Department Summary for 04/03/2026 - 04/22/2026

Department	Earnings			Employee Taxes		Employer Taxes		Net Pay
	Description	Hours	Total	Description	Amount	Description	Amount	
(None)	Regular	1485.51	\$57,185.94	Federal Income Tax	\$6,174.14	Social Security	\$441.52	\$51,185.45
	Overtime	16.40	\$678.26	Social Security	\$441.52	Medicare	\$924.09	
	Time Off	94.00	\$3,938.26	Medicare	\$924.09	WA EAF	\$18.64	
	Sick	71.25	\$2,548.00	WA Family and Medical Leave Insurance (Employee)	\$521.58	WA SUI	\$397.25	
	Personal Day	8.00	\$267.92	Washington Long-Term Care Insurance	\$374.79	Total	\$1,781.50	
	Gross	--	\$64,618.38	Total	\$8,436.12			
Maintenance	Regular	172.50	\$9,039.00	Federal Income Tax	\$1,139.24	Medicare	\$130.64	\$7,127.78
	Gross	--	\$9,039.00	Medicare	\$130.64	WA SUI	\$57.84	
				WA Family and Medical Leave Insurance (Employee)	\$72.96	WA EAF	\$2.72	
				Washington Long-Term Care Insurance	\$52.42	Total	\$191.20	
				Total	\$1,395.26			
Vashon Pool	Regular	694.52	\$18,564.60	Federal Income Tax	\$2,346.84	Social Security	\$602.91	\$21,356.59
	Overtime	17.00	\$969.00	Social Security	\$602.91	Medicare	\$375.65	
	Time Off	169.25	\$6,420.35	Medicare	\$375.65	WA SUI	\$166.11	
	Gross	--	\$25,953.95	WA Family and Medical Leave Insurance (Employee)	\$209.50	WA EAF	\$7.80	
				Washington Long-Term Care Insurance	\$150.53	Total	\$1,152.47	
				Total	\$3,685.43			
Payroll Totals	Regular	2352.53	\$84,789.54	Federal Income Tax	\$9,660.22	Social Security	\$1,044.43	\$79,669.82
	Overtime	33.40	\$1,647.26	Social Security	\$1,044.43	Medicare	\$1,430.38	
	Time Off	263.25	\$10,358.61	Medicare	\$1,430.38	WA EAF	\$29.16	
	Sick	71.25	\$2,548.00	Washington Long-Term Care Insurance	\$577.74	WA SUI	\$621.20	
	Personal Day	8.00	\$267.92	WA Family and Medical Leave Insurance (Employee)	\$804.04	Total	\$3,125.17	
	Gross	--	\$99,611.33	Total	\$13,516.81			

Memo: Ober Roof Replacement

Summary

In mid-April, after what seemed like a typical rain event, the bathroom in Ober was flooded. I asked a roofing company to come and perform an inspection. Their advice is a total roofing replacement. This memo includes information gathered by the roofing contractor. The roofing was last replaced approximately 30 years ago.

Membrane Failure and Moisture Wicking



In the photos above, you can see that the scrim (mesh reinforcement grid inside the roofing material) is exposed. Several areas suffer from this condition. This means the membrane's weathering layer has completely eroded, likely due to normal UV exposure and age. The exposed scrim acts as a wick, pulling moisture into the substrate. This likely has led to hidden rot and mold.

Punctures and Tears



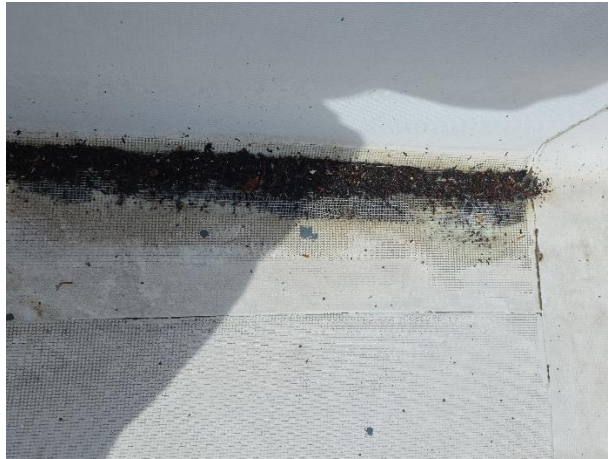
Pictured above are photos of holes and tears in the roof. The photo on the left shows a puncture and is a direct entry point for water. The photo on the right shows a failed drain filled with organic matter.

Delamination



This photo shows an area where the adhesive or heat-weld has failed.

Other Photos



In these photos, you can see additional exposed scrim and discoloration.

Cost

The contractor told me to expect a bid for approximately \$60,000. This would replace the roof and install new gutters. This does not include costs associated with replacing any damaged substrate.

Funding Proposals

As Ober is one of our most critical assets, both for the administration of the Park District and for public use, I recommend scheduling a replacement as soon as practical. Below are some options I considered prior to my recommendation. I have used an \$80,000 replacement cost, including roofing replacement (~\$60,000) and substrate repairs (~\$20,000).

Replacement considerations utilizing existing funds:

1. Pay out of unallocated funds + contingency of \$22,320
 - a. The 2026 budget can absorb a \$48,380 unbudgeted expense.
 - b. Subsequent budget year projections will be amended to accommodate the expense. The impact is manageable.

2. Shift currently allocated CIP funds and other operating funds to roof replacement. *Options below:*
 - a. \$30,000 – painting of the lighthouse
 - b. \$45,000 – gas furnace replacement at Ober
 - c. \$24,000 – forest health
 - d. \$7,500 – storage boxes
 - e. \$10,000 – repair community bulletin board

3. Combination of operating reductions
 - a. \$10,000 – repair community bulletin board
 - b. \$25,840 – do not backfill R. Turner and keep D. Hinz in the pool director acting position for the remainder of the year
 - c. \$12,540 – contractor support for admin functions
 - d. \$22,320 – contingency funds
 - e. Unallocated funds - remaining

ED Recommendation

I recommend funding this project in the following way:

Funding Mix

1. \$22,320 of the contingency fund
2. \$12,540 of the contractor support for the admin functions fund
3. \$13,680 by keeping D. Hinz in the pool director position through August
4. \$10,000 for the repair of the community bulletin board
5. \$21,460 in unallocated funds

While a significant unbudgeted expense is not ideal, its impact on subsequent fiscal years is manageable, as the roof replacement was already scheduled for 2029 in our long-range CIP. Although the strongest impact on cash flow is projected for 2028, the scheduled levy recalculation that year provides a sufficient financial buffer to ensure functional stability without deferring other vital projects. By accelerating this timeline, we mitigate the risk of further damage.

Natural Resources Building
PO Box 40917
Olympia, WA 98504-0917

1111 Washington St S.E.
Olympia, WA 98501



(360) 902-3000
Washington Relay: Dial 711
Fax (360) 902-3026

Email: info@rco.wa.gov
Website: rco.wa.gov

STATE OF WASHINGTON
RECREATION AND CONSERVATION OFFICE

April 16, 2026

Tim Stapleton
Executive Director
Vashon Park District

Re: Fern Cove, RCO # 93-079A

Dear Tim Stapleton:

At your request the Recreation and Conservation Office (RCO) has completed the agreement and policy review for the Fern Cove property that was acquired with assistance from a Washington Wildlife and Recreation Program, Urban Wildlife (WWRP-UW) grant. This grant provided \$398,550 in 1994 for the acquisition of 14.49 acres for the primary purpose of perpetual habitat protection and secondarily, environmental education opportunities to use the site as a natural learning environmental center. The intent of the WWRP-UW program is to conserve wildlife habitat near urban areas and to provide opportunities for the public to connect with these natural areas.

The project was closed in 1996, and structures remained on site for use not referenced in the grant documents that RCO has on file. Per the acquisition policy present at the time, acquisition of existing structures shall "be identified in the project application so that the IAC (now RCO) may exercise reasonable judgement in determining the eligibility of the structures....as outdoor recreation support facilities".

After review, our determination is that the proposed use of the Belle Baldwin house for daily lodging rental as presented by the Vason Park District is in compliance with the terms of the grant agreement as long as it is not impacting the primary purpose of the grant. Please note that if the site is developed beyond the minimal levels allowed by the funding program it may result in a conversion. Activities at this site that may not align with program intent include development of new structures, expansion of existing structures, shoreline protection measures, septic upgrades, or heavy public use. It is advised to consult RCO before any future development actions occur.



If you have any questions or need additional information, please contact me at 360-972-0168 or Kyle.Guzlas@rco.wa.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Kyle Guzlas". The signature is fluid and cursive, with the first name "Kyle" and last name "Guzlas" clearly distinguishable.

Kyle Guzlas
Grant Services Section Manager

CC: Megan Duffy, RCO
Scott T. Robinson, RCO
RCO File #93-079A

Discussion Memo: School District Bond Discussion

SUBJECT: Concept for Park District Improvements Via the School Bond

Summary

This report outlines a preliminary, very high-level concept regarding integrating Park District improvements into a comprehensive bond measure run by the School District. The idea aims to address three community interests simultaneously: the construction of a new school, the establishment of a dedicated community center, and the modernization of our aquatic facilities. Central to this proposal is a strategic partnership between the School District and the Park District to collaborate on asset management.

Proposed Bond Components

A proposed bond idea would include:

New School Construction	\$60M – \$80M	Replace aging infrastructure and meet modern educational standards.
McMurray Repurposing	\$10M	Transform the site into a Community Center and Park District Headquarters.
Pool Modernization	\$5M – \$6M	Infrastructure upgrades to support current and expanded community use as well as a district-wide "Learn-to-Swim" PE curriculum.

Divestiture

While not part of the bond itself, a component could involve the divestiture of McMurray, the Pool, and BARC to the Park District. This move transforms the School District's "negative assets" into high-value community assets. *The Divestiture goals could also be met by updated long-term leases.*

- **Operational:** The Park District would manage the facilities, while the School District retains access for alternative school programming and swimming education at the pool.
 - **Curriculum Integration and funding:** The Parks Foundation is open to discussing fundraising to sustain a universal "Learn-to-Swim" program for all elementary students.
-

Considerations & Next Steps

This concept is currently in the "Pre-Vetting" phase and requires considerable analysis. Key areas for investigation include:

- **Financial Feasibility:** Can the Park District budget absorb the ongoing Maintenance & Operations (M&O) costs of the McMurray site?
 - **Interlocal Agreement:** Review and adaptation of existing Commons Agreements to reflect new ownership and usage rights.
 - **Stakeholder Interest:** Confirming the School District's appetite for divestiture and the Park District's capacity for expansion.
-

Conclusion

This is a new idea that I am happy to pursue, investigate, advocate for, or walk away from. I hope this provides enough information to gather some initial input, thoughts, questions, and comments from the Board. Given that it is a highly visible, political, and costly path, my intention is to align with the Board early. I have a meeting request with the Superintendent to gauge their interest this week. Therefore, this document may be updated or become obsolete prior to the Board of Commissioners meeting.