Village Green Metropolitan Park District (VGMPD)

Date: 19 Sept 2017

- 1. Location Of Meeting: Village Green Community Center, Kingston WA 98346
- 2. Type Meeting: Monthly Meeting
- 3. Meeting Called To Order By: Bobbie Moore (Chair/Comm) at 6:34 p.m.

4. Roll-Call:

- a. Attendees: Bobbie Moore (Chair/Comm),Pat Pearson (Comm), Jason Manges (Comm), & Carol Hull (MPD Bookkeeper)
- b. Excused absence: Tracy Darlene Harris (Comm/Clerk); Jim Moore (Comm)
- **5. Guests:** Ron Templeton and David Horton, Templeton Horton Weibel PLLC, attorneys; and Alan Chessman, Kingston Community Solar LLC

6. Approval of Agenda. Dated 19 August 2017

- a. Recommended for approval: Pat Pearson (Comm)
- b. Second Approval by: Jason Manges (Comm)
- c. So Ordered Approval by: Bobbie Moore (Chair/Comm)

7. Meeting Minutes:

- a. Recommended for approval: Pat Pearson (Comm).
- b. Second Approval by Jason Manges (Comm)
- c. So Ordered Approval by: Bobbie Moore (Chair/Comm)

8. Public Comment: None

9. Report On Events to Date:

- a. <u>Finance</u>
 - a). Operating Cash: \$65,452.91, Investment \$315,074.79

b). Bills and Vouchers were signed: See attached Voucher 1, total \$34,270.66. Motion to authorize payments by Pat Pearson (Comm), Second by Jason Manges (Comm). So ordered approved by Bobbie Moore (Chair/Comm).

c) Voucher #2 \$7,448.32. Motion to authorize payments by Pat Pearson (Comm), Second by Jason Manges Comm). So ordered approved by Bobbie Moore (Chair/Comm).

d) Alan Chessman explained how PSE calculates total usage and total solar usage for the solar year, 7/1-6/30. Those calculations are the basis of the \$7,448.32 bill to be paid by MPD. After the investors have recouped the funds they invested, the benefit of the solar production will pass to the MPD – most likely 4 or 5 years.

- b. <u>Website Update</u>
 - 1. Minutes of the meeting will be published on the Website.
 - 2. Pictures are almost ready for posting. Administrator login and password were changed as instructed by webmaster Jeremy Moff.
- c. <u>Legal</u>
 - 1. Templeton Horton Wiebel will propose a contract and a resolution to represent MPD. Assuming its approval in October, it will take effect then.

- 2. THW will also serve as the MPD's Agent to Receive Claims. A resolution to that effect will also be prepared for the October meeting.
- d. Correspondence/Information Provided to Public: None
- e. <u>MPD Report for MPD Commissioners</u> -- None
- f. <u>Project Architectural Plans no further reports.</u>

10. Unfinished Business:

- a. <u>Building Manager Report:</u> Linda Fyfe (MVGCC) provided an update on the Bldg via Bobbie Moore. Questions from Commissioners were fielded by Bobbie – floor buffing has begun but needed to be re-started. KRL is providing the buffing supplies and staff. Also, the full-color newsletter has been received favorably and more advertisers have been lined up for the next issues.
- b. <u>Master Plan:</u> The swales fill-in work will be done by McClain; it's one of the items enumerated in the replanting-work bid from them. Remaining replanting work is pushed out to spring. In the meantime, the difficult-to-mow areas will be done by McClain as opposed to by our volunteer mowers.
- c. <u>Fundraising</u>: Commissioners Stipend will need a resolution. Pat Pearson (Comm) will work on wording by
- d. Park Security: No update
- e. Rain Garden: No update
- f. <u>Rotary/Playground</u>: Disc swing is broken; parts have arrived at no cost to the District. We are waiting for Cascade Mini-Excavators to schedule the installation of new swing. Jason suggests we task McClain with rototilling the playground chips. Rotary is ready to install the benches.
- g. <u>Pea Patch:</u> No report.
- h. <u>KCAC:</u> Pat Pearson (Comm) will represent the MPD for the Kingston Citizens Advisory Council. Bobbie Moore will represent the MPD at the KCAC open house 9/21.
- i. <u>Storage:</u> No issues with the limited storage at the Community Center.
- j. <u>Fyfe Contract:</u> Discussed transition of Linda to employee status effective 1/1/18. Employee handbook and related policies are being prepared by Bobbie Moore subject to review by Enduris and by Templeton & Horton, attorneys.
- k. <u>Severe Weather Shelter:</u> No update.
- 1. <u>Volunteer Recognition:</u> No update.

11. New Business:

- a. <u>2018 Budget: Due Nov 30</u> 2017 to Kitsap County for approval. Bobbie provided a preliminary budget to Commissioners; she asks they review it for the 17 Oct meeting. Jason received another quote for resealing and striping. No-one is available to do it this year. Budget \$8K for 2018. Northern Asphalt will be repairing the park road 10/14; two days of work are expected, but only one day of road closure.
- b. <u>Public Records Officer:</u> Recommendation that we secure a "Certified Public Records Officer." Bobbie Moore took the matter for action.

12. Any further public comment: None

- 13. Next Meeting Schedule: 17 October., 6:30 p.m. at Village Green Community Center
- 14. Open Public Meeting Adjourned By: Bobbie Moore, (Chair/Comm) 8:45 p.m.

Summary of Minutes Taken By: Pat Pearson (Comm)