

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. Finance
 - 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. Website Update
 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. Legal
 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. MPD Report for MPD Commissioners -- None
- f. Project Architectural Plans – no further reports.

10. Unfinished Business:

- a. Building Manager Report: 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. Master Plan: 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. Fundraising: 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. Rotary/Playground: 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. Pea Patch: No report.
- h. KCAC: 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. Storage: No issues with the limited storage at the Community Center.
- j. Fyfe Contract: 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. Severe Weather Shelter: No update.
- l. Volunteer Recognition: No update.

11. New Business:

- a. 2018 Budget: Due Nov 30 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. Public Records Officer: 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)