

Village Green Metropolitan Park District (VGMPD)

Date: 19 February 2019

- 1. Location of Meeting:** Village Green Community Center, Kingston WA 98346
- 2. Type Meeting:** Regular Monthly Meeting
- 3. Meeting Called to Order By:** Bobbie Moore (Chair/Comm) at 6:30 p.m.
- 4. Roll-Call:**
 - a. Attendees: Bobbie Moore (Chair/Comm) Tracy Darlene Harris (Clerk/Comm), Jason Manges (Comm) & Pat Pearson (Comm), Linda Fyfe (Program Coordinator/Manager VGCC)
 - b. Authorized Absence: Jim Moore (Comm) &
- 5. Guest:** Besty Cooper, VGF President; Don Desnoyer, District resident
- 6. Approval of Agenda.** Dated 2/19/19
 - 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:** Dated 1/15/19
 - 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: \$43,009.80, Petty Cash: \$2048.94 & Investment \$304,324.28
 - b). Bills and Vouchers were signed: See attached Voucher 1, total \$6236.81. Motion to authorize payments by Pat Pearson (Comm), Second by Jason Manges (Comm). So ordered approved by Bobbie Moore (Chair/Comm).
 - c). Voucher #2 \$1779.97 plus \$2.16 for new bill that arrived on 2/16/19.26, Motion to authorize payments by Pat Pearson (Comm), Second by Jason Manges (Comm). So ordered approved by Bobbie Moore (Chair/Comm).
 - d). Voucher #3 \$1970.40, Motion to authorize payments by Pat Pearson (Comm), Second by Jason Manges (Comm). So ordered approved by Bobbie Moore (Chair/Comm).
 - b. Website Update
 1. Minutes of the meeting will be published on the Website.
 - c. Legal
 1. None
 - d. Correspondence/Information Provided to Public:

- 1. None
- e. MPD Report for MPD Commissioners
 - 1. None
- f. Project Architectural Plans
 - 1. No report

10. Unfinished Business:

- a. Building Manager Report: Linda Fyfe (MVGCC) provided an update in the Bldg. See report dated 2/19/19
- b. Master Plan: Exercise trail. DCD rep Steve Heacock has given the OK for the route. Work can commence.
- c. Asphalt: No report
- d. Park Security: No report.
- e. Rain Garden: No status.
- f. Pea Patch: No report.
- g. KCAC: Will be shifting meeting to 2nd Wed at 6:30 pm.
- h. VGF: Room rental policy no report and tabled until further notice.
- i. Mobile Dental Clinic: No report.
- j. Fundraising: Village Green Foundation Breakfast will be 5/8/19 starting at 0700.
- k. Acoustics: Samples were provided but more information is required for the type of material that is needed. Action Jason Magnes
- i. Exercise Trail: NK Trails will start working on the trails soon pending on weather.

11. New Business:

- a. Office Assistant: Motion to approve Office Assistant as recommended as per hiring description Jason Manges (Comm), Second by Pat Pearson (Comm). So ordered approved by Bobbie Moore (Chair/Comm).
- b. Commissioner Vacancy: Commissioner Jim Moore resigned due to health reasons. MPD discussed how to fill his seat. 90 days to fill position by the MPD, not filled then Kitsap County or the Governor may appoint. Motion to post a notice in the Kitsap Sun for an interim Commissioner by Jason Manges (Comm), Second by Pat Pearson (Comm), So ordered approved by Bobbie Moore (Chair/Comm)
- c. Resolution #2019-3 Commissioners Declining Pay: Tabled
- d. Sponsorship of Hanging Baskets: Tabled

12. Any further public comment: None

13. Next Meeting Schedule: 19 March 2019 @ 6:30 p.m. at Village Green Community Center

14. Open Public Meeting Adjourned By: Bobbie Moore, (Chair/Comm) 8:00 p.m.

Summary of Minutes Taken By: Tracy Darlene Harris, (Comm/Clerk)

Village Green Metropolitan Park District

UNPAID BILLS VOUCHER #1 FEB 2019

All Dates

DATE	NUM	AMOUNT
Air Management Solutions (360) 479-6500		
02/01/2019	0001126838	427.82
Total for Air Management Solutions		\$427.82
Brem-Air Disposal		
02/01/2019	5436441-0029-8	208.72
Total for Brem-Air Disposal		\$208.72
Business Solutions		
02/01/2019		367.50
Total for Business Solutions		\$367.50
Centurylink		
02/06/2019		275.31
Total for Centurylink		\$275.31
Dave Wetter		
01/23/2019		376.05
Total for Dave Wetter		\$376.05
Kitsap Propane		
02/01/2019	U0010703	1,305.38
02/01/2019	U0104457	960.84
Total for Kitsap Propane		\$2,266.22
McClain Landscaping Services		
02/01/2019	15130	955.57
Total for McClain Landscaping Services		\$955.57
Peninsula Fire		
02/01/2019	54257	241.90
Total for Peninsula Fire		\$241.90
Rec1		
02/01/2019	182694	100.00
Total for Rec1		\$100.00
Superior Linen Service		
02/04/2019		191.39
Total for Superior Linen Service		\$191.39
Templeton Horton Weibel, PLLC		
02/01/2019	12594	53.00
Total for Templeton Horton Weibel, PLLC		\$53.00
Village Green Metropolitan Park District		
02/15/2019		772.93
Total for Village Green Metropolitan Park District		\$772.93
TOTAL		\$6,236.41

Village Green Metropolitan Park District

VOUCHER #2 FEBRUARY 2019

As of February 23, 2019

DATE	NUM	AMOUNT
Abdel Artistry & Services		
02/09/2019		200.00
Total for Abdel Artistry & Services		\$200.00
DT Micro		
02/18/2019		306.00
Total for DT Micro		\$306.00
Kitsap County Public Works		
02/12/2019		72.12
Total for Kitsap County Public Works	174.28	\$72.12
Puget Sound Energy		
02/08/2019		1,201.85
Total for Puget Sound Energy		\$1,201.85
TOTAL		\$1,779.97

Voucher Inv

✓ ○

✓ ✓

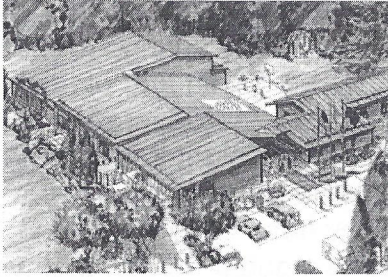
✓ ✓

✓ ✓(2)

\$1,782.13

Voucher #3 - Bird Electric Bldg for
replacement of wall park
in banquet hall

\$1,970.40



Village Green Community Center

PO Box 1792, 26159 Dulay Road NE
Kingston, WA 98346

www.myvillagegreen.org

MANAGER'S REPORT

presented to the Village Green Metropolitan Park District Commissioners
February 19, 2019

PROGRAMS

Building Usage Statistics for January 2019

Library	4339
Boys and Girls Club	1341
Events/Classes/Meetings	<u>2498</u>

8178

VOLUNTEER HOURS: 425

Other Social Media Statistics

Constant Contact Mailing List	415
Facebook Page	1,197 LIKES

The news from this month revolves around the record-breaking snowfall. The building was closed on Saturday, Feb 9 and Monday, Feb 11. Most of the volunteers couldn't make it in for most of the week and the library was closed until Thursday, as was the Boys and Girls Club.- but the Community Center was open. I had a pot of coffee on every morning by 9 am and half a dozen individuals came in to get out of the house. While power went out in other surrounding areas, we had power, heat and WIFI.

The most exciting news is that we have posted for, interviewed and have selected an Office Assistant to work for/with me, based on your approval tonight.

New and successful programs include Amateur Radio group, cooking classes, Alzheimers Care Provider Support Group, Spanish for Toddlers activities group and ESL, as provided by the Library.

PROPERTY

With the library being closed, snow removal fell into the hands of volunteers – of which there were a dozen, or so. Toward the end of the week, KRL hired Justin Foss and his

plow to clear our parking lot and the area around the Village Green Apartments. Even the Tax Man, Ed Ramey, spend 4 hours on Wednesday shoveling the parking stalls and the driveway. Bobbie Moore and Walt Elliot, Alan Chessman, Dan Martin and others grabbed a shovel and cleared the walkways and the access area to the Severe Weather Shelter's entrance through the courtyard. The SWS was open every night through the storm weather, approximately 14 nights straight. Their volunteers are tired and everyone is looking forward to the warmer, drier weather. They have been averaging 1 or 2 guests per night. Damage from the storm was confined to a gutter screen that was knocked down by the snow sliding off the metal roof in behind the library on the courtyard side. KRL Facilities is looking into its reattachment.

Other repairs – not related to the storm – was to one of the spotlights outside, between the front deck and the BGC. The unit failed, slowly, over a number of months, flashing (only at night, of course) and brought to our attention by neighbors from across the street. When it finally died, we called Bird to repair it. They had to rent a lift to get to it and the resulting repair bill amounted to nearly \$2,000.

It has come to my attention that Lyons Painting (Chad Lyons, former Board member of the VGF) has offered to take on the painting maintenance of the Village Green as a public service project. Up to this time, KRL has jumped in and patched and repainted. But there is a lot left to do and I'll be contacting them to point out the areas that still need to be done.

Respectfully submitted,

Linda Fyfe

Village Green Metropolitan Park District

UNPAID BILLS

All Dates

oucher

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02/01/2019	5436441-0029-8	<i>2370 Building</i>	208.72
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Business Solutions			
02/01/2019			367.50
Total for Business Solutions			\$367.50 ✓
Centurylink			
02/06/2019			275.31
Total for Centurylink			\$275.31 ✓
Dave Wetter			
01/23/2019		<i>2370</i>	376.05
Total for Dave Wetter			\$376.05 ✓
Kitsap Propane			
02/01/2019	UO010703		1,304.38
02/01/2019	U0104457		960.84
Total for Kitsap Propane			\$2,265.22 ✓
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Bird Electric 2373

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