

Village Green Metropolitan Park District (VGMPD)
Special Meeting to Close Community Center

Date: 14 March 2020

- 1. Location of Meeting:** Village Green Community Center, Kingston WA 98346
- 2. Type Meeting:** Special Meeting
- 3. Meeting Called to Order by:** Bobbie Moore (Chair/Comm) at 1:00 p.m.

4. Roll-Call:

Attendees: Bobbie Moore (Chair/Comm), Tracy Darlene Harris (Clerk/Comm), Pat Pearson (Comm), Jason Manges (Comm)

- 5.** This meeting special meeting was called to address the matter of closing down the Village Green Community Center to comply with Governor Inslee's Proclamation 20-28 Stay at Home Order . The Boys and Girls Club has requested to stay open to serve families of essential/emergency personnel. They will be responsible for all cleaning of the spaces.
- 6. Next Meeting Schedule:** Moving the meeting to 16 March 2020 at 6:30. this meeting will be rescheduled so that Commissioners and guests can vacate the building before its final cleaning services on Tuesday March 17..
- 7. Open Public Meeting Adjourned by:** Bobbie Moore, (Comm/Chair) 1:45 pm
Summary of Minutes Taken by: Tracy Darlene Harris, (Comm/Clerk)

Village Green Metropolitan Park District (VGMPD)

Date: 16 March 2020 – re-scheduled from 3/17/2020 because of the novel coronavirus.

- 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), Bob Warden (Comm) & Linda Fyfe (Program Coordinator/Manager VGCC)
 - b. Guest: Betsy Cooper, President, Village Green Foundation Board
- 5. Approval of Agenda.** Dated 3/16/2020
 - a. Recommended for approval: Pat Pearson (Comm)
 - b. Second Approval by: Bob Warden (Comm)
 - c. So Ordered Approval by: Bobbie Moore (Chair/Comm)
- 6. Prior Meeting Minutes:** Dated 2/18/2020
 - a. Recommended for approval: Pat Pearson (Comm).
 - b. Second Approval by: Bob Warden (Comm).
 - c. So Ordered Approval by: Bobbie Moore (Chair/Comm)
- 7. Public Comment:** None
- 8. Report on Events to Date:**
 - a. Finance
 - a). Operating Cash: \$49,469.03, Petty Cash: \$2,810.51 & Investment \$311.024.84
 - b). Bills and Vouchers signed: See attached Voucher 1, total \$9605.69. Voucher 2 \$1,381.01. Motion to authorize payments by Pat Pearson (Comm), Second by Bob Warden (Comm). So ordered approved by Bobbie Moore (Comm/ Chair).
 - b. Website Update
 1. Minutes of the meeting published on the Website. Discussion of changes to domain names and web sites for both VGMPD and Village Green Foundation (VGF- changes are under way and a contractor has been selected for the overhaul of the VGF site.)
 - 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

9. Unfinished Business:

- a. Building Manager Report: Linda Fyfe (MVGCC) provided an update on the Bldg (See attached).
- b. Master Plan: Proposed RCO grant application for tennis court overhaul. Not likely to be pursued, because of stay-at-home COVID-19 orders.
- c. Fundraising: The Great Give funds could be possibly used for acoustic work but the decision has not been made. Great Give date is Tuesday 4/21/20.
- d. Park Security: Brush cleaning will be needed. This work will likely be tabled given stay-at-home orders.
- e. VGF Website work: Projected unveiling is March timeframe.
- f. Pea Patch: No report.
- g. KCAC: No report.
- h. Mobile Dental: No report.
- i. Rotary Bench: Concrete pad still needs to be poured, This activity is likely also paused because of COVID-19 restrictions. Action: Bobbie Moore (Comm/Chair)
- j. Public Records: Tabled until further notice.
- k. Webinar: No action reported by the MPD

10. New Business:

- a. Grounds Maintenance: Grounds Maintenance bids will be forthcoming. Action: Jason Manges (Comm). Goal is to complete the process and begin work as soon as possible.
- b. **Resolution 2020-2** addressing streamlining of District vendor payment processes was presented by Bobbie Moore (Comm/Chair). Motion to approve by Pat Pearson (Comm), seconded by Jason Manges (Comm). Approved unanimously.

11. Any further public comment: None

12. Next Meeting Schedule: Regular Meeting 21 April 2020 @ 6:30 p.m. at Village Green Community Center. If in-person is not possible, video conference is possible and apparently allowed as long as members of the public know how to contact the Commission.

13. Open Public Meeting Adjourned by: Bobbie Moore, (Comm/Chair) 7:26 p.m.

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

Village Green Metropolitan Park District (VGMPD)

Date: 21 April 2020

- 1. Location of Meeting:** Via Zoom
- 2. Type Meeting:** Regular Monthly Meeting via Zoom
- 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), Pat Pearson (Comm), Bob Warden (Comm), Jason Manges (Comm) & Linda Fyfe (Program Coordinator/Manager VGCC) & Carol Geissler (Program Coordinator Assistant)
 - b. Guest: Besty Cooper (Village Green Foundation Board president)
- 5. Approval of Agenda.** Dated 4/21/2020
 - a. Recommended for approval: Pat Pearson (Comm)
 - b. Second Approval by: Bob Warden (Comm)
 - c. So Ordered Approval by: Bobbie Moore (Chair/Comm)
- 6. Prior Meeting Minutes:** Dated 3/14/2020 & 3/16/2020 (Will be approved at next scheduled meeting)
- 7. Public Comment:** Betsy Cooper (VGF), Concern about the timing of re-opening the Community Center in the future for cleaning
- 8. Report on Events to Date:**
 - a. Finance
 - a). Operating Cash: \$50,542.21, Petty Cash: \$2,186.75 & Investment \$311,414.12.
 - b). Bills and Vouchers signed: See attached Voucher 1, total \$5,731.37. Voucher 2 2,736.72 & Voucher #3 \$11,770.80 Motion to authorize payments by Pat Pearson (Comm), Second by Bob Warden (Comm). So ordered approved by Bobbie Moore (Comm/ Chair).
 - b. Website Update
 1. Minutes of the meeting 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

9. Unfinished Business:

- a. Building Manager Report: Linda Fyfe (MVGCC) provided an update on the Bldg proposed plan to reopening the Community Center
Master Plan: Motion to select Northwest Construction and Landscaping annual organic maintenance proposal as submitted by Jason Manges (Comm), Second by Pat Pearson (Comm). So ordered approved by Bobbie Moore (Comm/ Chair).
Additional work laying mulch was bid by McClain Landscaping, but they have signaled that they will be unable to schedule it anytime soon; it needs to be done soon to suppress weeds, even if belated. Commission authorized Jason Manges to approach NW Construction and Landscaping to bid the mulch work to be done as soon as possible.
- b. Fundraising: The Great Give funds were to be used by VGF where needed most. News reached us this month that a prior VGF board member's companion willed his estate to VGF. Future fundraising is suspended until further notice.
- c. Park Security: Tabled until next meeting.
- d. Pea Patch: No report.
- e. KCAC: No report.
- f. Mobile Dental: No report.
- g. Rotary Bench: Awaiting Laborers School but tabled until the suspension of Stay at Home Order as per the Governor.
- h. Public Records: Tabled until further notice.
- i. Webinar: No action reported by the MPD

10. New Business:

- a. Ground Maintenance: Received 3 bids Ground Maintenance. (See Master plan for results.)

11. Any further public comment: None

12. Next Meeting Schedule: Regular Meeting 19 May 2020 @ 6:30 p.m. at VG Community Center or via Zoom.

13. Open Public Meeting Adjourned by: Bobbie Moore, (Comm/Chair) 7:26 p.m.

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