

Village Green Metropolitan Park District (VGMPD)

Date: Oct 15, 2024

1. **Location of Meeting:** Via Zoom & Village Green Community Center
2. **Type Meeting:** Budget & Regular Monthly Meeting
3. **Meeting Called to Order by:** Pat Pearson (Chair/Comm) at 6:00 p.m.
4. **Roll-Call:**
 - a. Attendees: Pat Pearson (Chair/Comm), Tracy Darlene Harris (Comm/Clerk), Bobbie Moore (Comm), David Traylor (Comm), Jason Manges (Comm); Marcy Kispert (VG, Program Coordinator/Manager & VGCC) & Erin Davignon (Admin Assistant)
 - b. Excused:
5. Guest: None for budget hearing
6. Budget Hearing @ 6:00 pm to 6:51 pm
 - a. David Traylor (Comm) gave an overview of numbers of visitors, including VG, Library & BGC. Building uses are increasing.
 - b. Review of Proposed 2025 Budget.

Regular Meeting: Start Time 6:51 pm

Guest: Joel Schwarcz (Elevated Adventures)

7. **Approval of Agenda: Dated: 10-15-2024**
 - a. Recommended for approval by: David Traylor (Comm)
 - b. Second Approval by: Bobbie Moore (Comm)
 - c. So Ordered Approval by: Pat Pearson (Chair/Comm)
8. **Prior Meeting Minutes Approval: Dated: 9-17-2024**
 - a. Recommended for approval: David Traylor (Comm)
 - b. Second Approval by: Bobbie Moore (Comm)
 - c. So Ordered Approval by: Pat Pearson (Chair/Comm)
9. **Guest: Joel Schwartz (Elevated Adventures)** would like to exercise his option to extend current contract to 3 years, as his current contract ends on 12/31/24. Recommend approval: Jason Manges (Comm), Second approval by David Traylor, So ordered approved by Pat Pearson (Chair/Comm).
10. **Report on Events to Date:**
 - a. Finance

a) Operating Cash: \$25,117.47, Petty Cash: \$3,774.75 & Investment \$397,106.26.
b). Bills and Vouchers: Dated: 9-19-24: \$1,479.16, 10-3-24: \$11,041.24, 10-10-24: \$8,001.82. Motion to authorize payments by Bobbie Moore (Comm), Second by Jason Manges (Comm), so ordered approved by Pat Pearson (Chair/Comm)

c) **Processed not yet paid:** L&I \$1,471.76, PSE \$945.28; Petty Cash \$225.25.

Motion to authorize all payments by Bobbie Moore (Comm), Second by Jason Manges (Comm), so ordered approved by Pat Pearson (Chair/Comm).

d). Approval of Payroll for September 2024: \$11,191.21. Motion to approve payments by Jason Manges (Comm), Second by Bobbie Moore (Comm), so ordered approved by Pat Pearson (Chair/Comm).

b. Website Update

a) Minutes of the meeting published on the Website.

c. Legal

a) None

d. Correspondence/Information Provided to Public: - None

e. MPD Report for MPD Commissioners - None

f. Project Architectural Plans

1. None

11. Public Comment:

a. None

12. Unfinished Business:

a. Pavilion Update: None.

b. MPD-VGF Task Team: Reminder that Special meeting is planned to review and discuss the roles of the Village Green Foundation and VGMPD on Oct 29th @6:30, Location Village Green. Planning Committee; David Traylor and Chelsea Tate, with advice from Bobbie Moore.

c. Building Manager Report: Marcy Kispert, Manager's Report dated: 10-15-2024

d. Audit Update: Payroll hours cannot be reported in advance. To comply, we need to submit on the 15th for current month through mid-month with a start date of prior mid-month. We have a plan to adjust our payroll submissions by year-end 2024.

e. VGF-MPD Special Meeting Agenda: 10-29-24 @ 6pm. Note: Tracy Darlene Harris (Comm/Clerk) will be excused for the meeting.

f. Boundary Line Adjustment: No update for the MPD.

g. Kitsap County Comprehensive Plan Update: A letter will be sent to Kitsap County Commissioner Eric Baker from the MPD; action item for Bobbie Moore.

13. New Business

a. None

14. No further public comment: None.

- 15. Good of the Order:** David Traylor did a walk about around the Village Green and found interesting items and different trails. A kickoff of a new committee to plan reforestation of our woods property on both sides of the stream will be held sometime in November.
- 16. Next Meeting Scheduled** Regular Meeting 19 November @ 6:30 p.m. at VG Community Center and Via Zoom. We anticipate approval of our 2025 budget, incorporating comments from today's budget hearing, during our Regular Meeting.
- 17. Open Public Meeting Adjourned by:** Pat Pearson, (Comm/Chair) 7:38 p.m.

Minutes taken by Tracy Darlene Harris (Comm/Chair)