VILLAGE GREEN METROPOLITAN PARK DISTRICT: AGENDA

7/20/21

6:30 PM

Village Green Community Center, 26159 Dulay Rd NE, Kingston

Meeting called by:	**MPD Commissioners**	**Regular monthly meeting to be conducted in person with video conference option**
Facilitator:	Bobbie Moore, Chair	**Note taker: Tracy Harris, Clerk**
Attendees:	Excused absences:	
Please read:	Minutes from prior regular meeting, Prior month financial statements, Manager's report including a brief summary of public outreach about the proposed musical instruments	

Topic	**Presenter**	**Est. time**
Roll call; Approve agenda; approve prior meeting minutes	Chair	
Report on current financial matters: • **Consent approval Voucher batches already submitted:** **Batch June #1,$7,714.84, attached** **Batch June #2,$3,314.55, attached** **Batch July #3, $2,327.38, attached** **Batch July #4, $200, attached** 1. **Financial Statements – June 2021**	Bobbie All	5 min 5 min
Report from committee looking into the on-site outdoor musical instruments	Bob Netzel	10 minutes
Public Comment regarding proposed musical instruments Please limit comments to 3 minutes each person		15 minutes
Building manager/program coordinator report – any questions from commissioners Vandalism at playground; lighting issues; Wifi; Tenant Council report, vaccination site	Linda Fyfe, Bob Netzel	20 min
Master planning – grounds maintenance update – including the 'dead zone'	Jason	10 min
Park security, visibility challenges, ideas for clearing brush	Tabled	10 min
VGF fundraising report – Loan balance and other pertinent activity	VGF Board rep plus Bobbie	10 min
Website and reservations system update	Bob Netzel	15 min
P-patch garden report	Bobbie	
Webinar opportunities – Bobbie e-mailing commissioners regularly	All	-
Status of Third Amendment to Long-Term Building Lease	Tabled	5 min
Report on split rail fence	Report only	2 min
New Business		
		10 min
Second Public Comment – please limit comments to 3 minutes		
Adjourn	All	

Village Green Metropolitan Park District
Batch July #1 GL Date 7/6/2021

	Date	Transaction Type	Num	Due Date	Amount	G/L Date	Voucher Number	
Air Management Solutions LLC	7/1/2021	Bill	151748	7/10/2021	1,744.22	7/6/2021	VGMPD July #1-1	HVAC Preventive maintenance 3rd qtr
					$ 1,744.22			
Northwest Construction & Landscape LLC	6/30/2021	Bill	19254	7/10/2021	1,471.50	7/6/2021	VGMPD July #1-2	June grounds maintenance contract - regular amount increased for new contract
					$ 1,471.50			
Superior Linen	6/28/2021	Bill	None	7/5/2021	221.12	7/6/2021	VGMPD July #1-3	June linen service
					$ 221.12			
KPUD #1	6/16/2021	Bill	None	7/31/2021	$ 3,422.79	7/6/2021	VGMPD July #1-4 a	Water- Park
	6/16/2021	Bill	None	7/31/2021	$ 234.25	7/6/2021	VGMPD July #1-4 b	Water - Building
	6/16/2021	Bill	None	7/31/2021	$ 620.96	7/6/2021	VGMPD July #1-4 c	Water - Irrigation around building
					$ 4,278.00			
TOTAL					$ 7,714.84			

STATE OF WASHINGTON – COUNTY OF KITSAP
I, THE UNDERSIGNED, DO HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE MATERIALS HAVE BEEN FURNISHED, THE SERVICES RENDERED, OR THE LABOR PERFORMED AS DESCRIBED HEREIN, AND THAT THE CLAIM IS A JUST, DUE, AND UNPAID OBLIGATION AGAINST THE COUNTY OF KITSAP, AND THAT I AM AUTHORIZED TO AUTHENTICATE AND CERTIFY TO SAID CLAIM.

Approved by: Bobbie Moore DATE 7/5/21

Village Green Metropolitan Park District
Batch July #2 GL Date 7/9/2021

	Date	Transaction Type	Num	Due Date	Amount	G/L Date	Voucher Number	
WM Corporate Services, payment agent	7/1/2021	Bill	6066654-0029-1	7/31/2021	256.82	7/9/2021	VGMPD July #2-1	June Building trash removal
PO Box 541065 Los Angeles					$ 256.82			
Abdel Artistry & Services	7/5/2021	Bill	VG-202107	7/28/2021	275.00	7/9/2021	VGMPD July #2-2	Kitchen & Shower cleaning 7/3/2021
					$ 275.00			
Kitsap County Public Works	7/6/2021	Bill	None	7/27/2021	96.44	7/9/2021	VGMPD July #2-3	June Sewer
					$ 96.44			
CenturyLink	7/6/2021	Bill	None	7/27/2021	370.04	7/9/2021	VGMPD July #2-4	July Telephone
					$ 370.04			
PowerClean	6/27/2021	Bill	18531	7/27/2021	844.75	7/9/2021	VGMPD July #2-5	Clean kitchen hood
					$ 844.75			
Skyline Communications	7/1/2021	Bill	2798	8/5/2021	1,471.50	7/9/2021	VGMPD July #2-6	Quarterly Service agreement Cameras & Fobs
					$ 1,471.50			
TOTAL					$ 3,314.55			

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Approved by: Bobbie Moore DATE 7/9/21

Village Green Metropolitan Park District
VGMPD Batch July #3 GL Date 7/15/2021

	Date	Transaction Type	Num	Due Date	Amount	G/L Date	Voucher Number	
Business Solutions Bookkeeping LLC	7/1/2021	Bill	18.68		367.50	7/15/2021	VGMPD July #3-1	**Bookkeeping Services July 2021**
PO Box 541065 Los Angeles					**$ 367.50**			
Department of Labor & Industries	7/12/2021	Bill	None	8/2/2021	924.83	7/15/2021	VGMPD July #3-2	**2nd Qtr Workers Compensation premium**
					$ 924.83			
Employment Security Department	7/12/2021	Bill	None	7/30/2021	45.80	7/12/2021	VGMPD July #3-3	**2nd Qtr Unemployment insurance premium**
					$ 45.80			
Employment Security Dept - Paid Family & Medical Leave	7/12/2021	Bill	None	7/30/2021	50.45	7/15/2021	VGMPD July #3-4	**2nd Qtr Family & Medical Leave Act premium**
					$ 50.45			
Village Green Metropolitan Park Disrict	7/12/2021	Bill	None	7/28/2021	736.89	7/15/2021	VGMPD July #3-5	**Reimburse petty cash 6/11-7/11/2021**
					$ 736.89			
Puget sound Energy	7/14/2021	Bill	None	7/30/2021	18.14	7/15/2021	VGMPD July #3-6a	**PSE electricity 6/9-7/9/2021 Park**
	7/14/2021	Bill	None	7/30/2021	183.77	7/15/2021	VGMPD July #3-6b	**PSE electricity 6/9-7/9/2021 Building**
					$ 201.91			
TOTAL					**$ 2,327.38**			

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Village Green Metropolitan Park District
VGMPD Batch July #4 GL Date 7/15/2021

	Date	Transaction Type	Num	Due Date	Amount	G/L Date	Voucher Number	
DT Micro	7/15/2021	Bill	5740	7/28/2021	200.00	7/15/2021	VGMPD July #4-1	**June Wi-fi service**
					$ 200.00			
TOTAL					**$ 200.00**			

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