

## Village Green Metropolitan Park District (VGMPD)

**Date:** 18 October 2022

- 1. Location of Meeting:** Via Zoom & Village Green Community Center
- 2. Type Meeting:** Budget & Regular Meeting Monthly Meeting
- 3. Meeting Called to Order by:** Bobbie Moore (Chair/Comm) at 6:00 p.m.
- 4. Roll-Call:**
  - a. Attendees: Bobbie Moore (Chair/Comm), Tracy Darlene Harris (Comm/Clerk via Zoom), Pat Pearson (Comm), Jason Manges (Comm via Zoom), Bob Netzel (Comm), Carol Geissler (VG), Marcy Kispert (VG, Program Coordinator/Manager VGCC)
- 5. Guest:** Walt Elliott (Resident), Beth Berglund (VGF) via Zoom
- 6. Budget Meeting at 6:00 pm:** Discussion on Budget FY23, no increase or increase to the rate but the overall budget increase is 25%. Agreement reached to use the higher budget amount, equal to just under 15 cents per thousand dollars of assessed valuation. Budget meeting adjourned at 6:40
- 7. Approval of Agenda:** Dated 10-18-2022
  - a. Recommended for approval: Bob Netzel (Comm)
  - b. Second Approval by: Jason Manges (Comm/Clerk)
  - c. So Ordered Approval by: Bobbie Moore (Chair/Comm)
- 8. Prior Meeting Minutes Approval:** Dated 9-20-2022
  - a. Recommended for approval: Bob Netzel (Comm)
  - b. Second Approval by: Jason Manges (Comm)
  - c. Abstain: Pat Pearson (Comm)
  - d. So Ordered Approval by: Bobbie Moore (Chair/Comm)
- 9. Public Comment:** None
- 10. Report on Events to Date:**
  - a. Finance
    - a). Operating Cash: \$50,183.76, Petty Cash: \$4857.74 & Investment \$336,029.84
    - b). Bills and Vouchers: Dated 10-6-22: \$4,874.33, Dated 10-13-22: \$10,197.31. Batches 22-26: \$5,541.21. Motion to authorize all payments by Pat Pearson (Comm), Second by Bob Netzel (Comm), So ordered approved by Bobbie Moore (Chair/Comm).
  - 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

**11. Unfinished Business:**

- a. Joel Schwarcz: Update proposal from District: No report
- b. MDP-VGF: Beth Berglund: Splash Pad Project; Work being done to procure a Van, grants have been applied for.
- c. Building Manager Report: Marcy Kispert, Manager's Report dated 10-18-2022. See Attached. Motion to authorize Bobbie Moore (Chair/Comm) to enter an agreement with Kingston Cares to revise current Severe Weather Shelter agreement. by Pat Pearson (Comm), Second by Bob Netzel (Comm), So ordered approved by Bobbie Moore (Chair/Comm). Review of room rate policy. Motion to authorize Marcy Kispert (Bldg Manager) to discuss room rates with Vendors, by Pat Pearson (Comm), Second by Bob Netzel (Comm), So ordered approved by Bobbie Moore (Chair/Comm). VGCC Manager: Discussion of participation in the state retirement system, more information is needed.
- d. Master Plan/Ground Maintenance: No Report
- e. New Phone System: Bob Netzel (Comm) is researching the options to upgrade the phone system. Currently the MPD VG is having capability issues.
- f. Park Security: No report
- g. Pea Patch: No report
- h. Webinar Opportunities: Public Records proposed training.

**12. Any further public comment:**

- a. None

**13. Next Meeting Scheduled: Regular Meeting 15 Nov 2022 @ 6:30 p.m. at VG Community Center and also Via Zoom.**

**14. Open Public Meeting Adjourned by: Bobbie Moore, (Comm/Chair) 7:34 p.m.**

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



**Village Green Community Center**  
 26159 Dulay Road NE, Kingston, WA 98346  
[www.myvillagegreen.org](http://www.myvillagegreen.org)

## MANAGER'S REPORT

presented to the **Village Green Metropolitan Park District Commissioners**  
 October 18, 2022

### Building Usage Statistics for September 2022

Library	2834
Boys and Girls Club	1554
Events and meetings	<u>1051</u>
	<b>5439</b>

### VOLUNTEER HOURS 656

#### Social Media Statistics

Constant Contact Mailing List **555**  
 Village Green Facebook Page **1968** FOLLOWERS

## PROGRAMS

- ❖ Artist Reception for Patricia Sekor was September 9<sup>th</sup>
- ❖ Last Music at the Green happened on Wednesday September 7<sup>th</sup>
- ❖ Senior Luncheon on September 14<sup>th</sup> had 22 attendees; October 12<sup>th</sup> 29 attendees
- ❖ Pickleballers are able to use the gym Monday – Saturday 9-2 (hours change when kids have half days or non-school days)
- ❖ Vendor registration open for Handmade Holiday Gift Fair 2022 (will be on Dec 3<sup>rd</sup>) – already have 26 spaces filled out of 45
- ❖ Kiwanis is doing a Halloween Carnival from 5-7 on October 31<sup>st</sup>
- ❖ Working with two new teachers – one doing a “Meditation Sampler” 1<sup>st</sup> Wednesday of the month starting in November, the other a prenatal/lactation specialist starting in February.
- ❖ Chilling storytelling event evening of October 26<sup>th</sup> (put on through Arts Committee).

## MAINTENANCE

- ❖ On Sept. 20<sup>th</sup>, AMAS replaced our HVAC filters, but discovered a broken blower and leaks in the heat exchanger over Boys & Girls Club. They shut it down. Price to replace/repair \$1699.51 for the blower, \$1650.48 for the heat exchanger. Blower repair on 10/7/22; heat exchange repair on 10/20/22.
- ❖ On Sept. 23<sup>rd</sup>, ECOlab came to investigate why our dishwasher wasn't staying hot and he let me know a thermostat needs replaced as well as two other parts. The machine has been turned off, shut off at the breaker, signs put up and appropriate people notified. Parts still on order.
- ❖ EcoLab switched their presoak style, but it does not fit our machine correctly. I have a call in to possibly get that replaced with a newer machine.
- ❖ On Sept. 23<sup>rd</sup>, Cornerstone Cleaning came and cleaned our solar panels.

- ❖ Two bids came back for restriping: one is around \$20,000 and the second (New Line) is about \$6,000. Can this be added to the budget?
- ❖ Hand sanitizer dispensers keep dripping, leaving stains in the floor. Do we still want to keep these? If so, should we replace with ones that have drip trays? Found ones for \$26.99/piece.
- ❖ Men's bathroom sink has slow drip. Call into Swift Plumbing.

## OTHER

- ❖ Updated Standards of Patron Conduct have been approved by MPD lawyer.
- ❖ Fire extinguisher in fire panel room has been missed getting serviced for quite a while. I brought it to Peninsula Fire & Safety for servicing. The Fire Marshal pointed this out along with the need to change batteries in several EXIT signs (Bird Electric is handling), an electrical panel that needs covered in the gym (Dave Wetter found others that needed covered and took care of), and a door frame in the Tech Lab leading to the courtyard needs to be fixed (Dave Wetter took care of 10/12/22). Fire Marshal will be back later this month to recheck.
- ❖ Room rental fee proposals, new kitchen rates and contract, and updated policies for 2023 need approval.
- ❖ Beginning 11/1/22 custodians will now work a swing shift from 5 pm to 1:30 am. Impacts seem minimal and we have done some workarounds.
- ❖ Volunteers have been distributing newsletters in other locations throughout North Kitsap; very good feedback.
- ❖ Jon Sole fireplace dedication to happen on Saturday, October 22<sup>nd</sup> from 4-6 pm
- ❖ Background checks and fingerprinting are free through Merit right now, so we are having volunteers and employees doing this. This is Boys & Girls Club approved and is good for 3 years.
- ❖ Looking to advertise in Tideland Magazine beginning 2023 (quarterly magazine; we've been putting out copies in our lobby)

*Report by: Marcy Kispert*