

VILLAGE GREEN METROPOLITAN PARK DISTRICT: AGENDA		11/16/21
		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. Note: Meeting begins with a 2022 budget hearing.
Facilitator:	Bobbie Moore, Chair	Note taker: Tracy Harris, Clerk
Attendees:	Excused absences:	
Please read:	Minutes from prior regular meeting, Manager's report and Tenant Council meeting; Draft 2022 Budget sent 11/9//2021; Prior month financial statements	
Topic	Presenter	Est. time
Roll call; Approve agenda; approve prior meeting minutes	Chair	
Report on current financial matters:		
A. Consent approval Voucher batches already submitted:	Bobbie	5 min
Batch Nov #1, \$2,293.99		
Batch Nov #2, \$3,798.43		
Batch Nov #3, \$7,225.47		
Batch Nov #4, Abdel; DT Micro, any others received by Mon 11/15	All	5 min
B. Separate approval: Vouchers submitted after Mon will be December business		
1. Financial Statements – October 2021		
Budget Hearing: Review 2022 Budget Draft distributed to commissioners 11/9/21	All	30 minutes
Initial Public Comment – please limit comments to 3 minutes	Guests	Unknown
Unfinished Business		
Approve 2022 Budget and Resolutions	All	20 min
Report from MPD-VGF Task Team	Bob, Bobbie, Alan, Beth	10 min
Building manager/program coordinator report – any questions from commissioners	Linda Fyfe	20 min
Master planning – grounds maintenance update – including the 'dead zone' (fall project) and the dead-sod area – estimate for replacement of trees	No report for this meeting	10 min
Park security, visibility challenges, ideas for clearing brush: Progress report	Pat Pearson	10 min
Website and reservations system update	Bob Netzel	10 min
P-patch garden report	None	
Webinar opportunities – Update only	Bobbie	-
Updated proposal from District resident Joel Schwarcz: Elevated Adventures	Joel Schwarcz, all	10 min
New Business		
Public Comment – please limit comments to 3 minutes		
Adjourn	All	

Village Green Metropolitan Park District
Batch Nov #1 GL Date 11/1/2021

	Date	Transaction Type	Num	Due Date	Amount	G/L Date	Voucher Number	
Northwest Construction & Landscape LLC	10/31/2021	Bill	19774	11/10/2021	1,471.50	11/1/2021	VGMPD Nov #1-1	October Grounds maintenance contract
					\$ 1,471.50			
Superior Linen	1/1/2021	Bill	None	11/8/2021	210.52	11/1/2021	VGMPD Nov #1-2	October linen service
					\$ 210.52			
Puget Sound Energy	10/22/2021	Bill	None	11/12/2021	\$ 611.97	11/1/2021	VGMPD Nov #1-3	Delayed electricity bill, 9/9-10/11/2021, bldg
					\$ 611.97			
TOTAL					\$ 2,293.99			

Village Green Metropolitan Park District
Batch Nov #2 GL Date 11/10/2021

	Date	Transaction Type	Num	Due Date	Amount	G/L Date	Voucher Number	
Peak Software Systems, Inc	11/10/2021	Bill	23812	12/10/2021	3,331.95	11/10/2021	VGMPD Nov #2-1	Sportsman Reservation system renewal
					\$ 3,331.95			
CenturyLink	11/6/2021	Bill	None	11/29/2021	370.04	11/10/2021	VGMPD Nov #2-2	CenturyLink November
					\$ 370.04			
Kitsap County Public Works	11/3/2021	Bill	None	11/24/2021	\$ 96.44	11/10/2021	VGMPD Nov #2-3	Community Center Sewer, October
					\$ 96.44			
TOTAL					\$ 3,798.43			

Village Green Metropolitan Park District
Batch November #3 GL Date 11/12/2021

	Date	Transaction Type	Num	Due Date	Amount	G/L Date	Voucher Number	
WM Corporate Services, payment agent PO Box 541065 Los Angeles	11/1/2021	Bill	6156158-0029-4	12/1/2021	258.62	#####	VGMPD Nov #3-1	October Building trash removal
					\$ 258.62			
WM Corporate Services, Inc as Payment agent PO Box 7400 Pasadena	11/1/2021	Bill	6146695-0029-8	12/1/2021	253.85	#####	VGMPD Nov #3-2	9/1-11/30/2021 Park trash removal
					\$ 253.85			
Kitsap PUD #1	10/16/2021	Bill	None	11/30/2021	\$ 3,035.13	#####	VGMPD Nov#3-3a	8/16-10/15/2021, Park water
Kitsap PUD #1	10/16/2021	Bill	None	11/30/2021	\$ 232.84	#####	VGMPD Nov#3-3b	8/16-10/15/2021, bldg water
Kitsap PUD #1	10/16/2021	Bill	None	11/30/2021	\$ 1,131.14	#####	VGMPD Nov#3-3c	8/16-10/15/2021, irrigation around bldg
					\$ 4,399.11			
Puget Sound Energy	11/10/2021	Bill	None	12/3/2021	\$ 19.32	#####	VGMPD Nov#3-4a	Pumphouse electricity, 10/8-11/9
Puget Sound Energy	11/10/2021	Bill	None	12/3/2021	\$ 971.46	#####	VGMPD Nov#3-4b	Building electricity, 10/11-11/9
					\$ 990.78			
Business Solutions Bookkeeping	11/1/2021	Bill	18.741	12/1/2021	\$ 367.50	#####	VGMPD Nov #3-5	Bookkeeping Services, November
					\$ 367.50			
Village Green Metropolitan Park District	11/12/2021	Bill	None	11/30/2021	\$ 955.61	#####	VGMPD Nov #3-6	Petty cash reimbursement 10/13-11/12
					\$ 955.61			
TOTAL					\$ 7,225.47			

Detail of Petty Cash Reimbursement Request November 2021

Check Detail						
October 13 - November 12, 2021						
Date	Transaction Type	Num	Name	Memo/Description	Amount	Cash Outlay
10/14/2021	Check	1282	Port of Kingston		-14.37	-14.37
				Diesel purchased 9/16/21	14.37	
10/14/2021	Check	1283	Terri Smiley		-150.00	-150.00
				Return damage deposit for 10/10 event	-150.00	
10/15/2021	Check	SVCCHRG			-7.95	-7.95
				Service Charge	7.95	
10/23/2021	Check	1284	Christi Hoffmann		-50.00	-50.00
				10/17 Picnic Pavilion	-50.00	
10/23/2021	Check	1285	Teena Novotney		-50.39	-50.39
				Pickleball Court tape	50.39	
10/23/2021	Check	1286	Port of Kingston		-32.45	-32.45
				Diesel for mowers	32.45	
10/29/2021	Check	1287	Savanna Troka		-50.00	-50.00
				refund of \$50 damage deposit on kitchen	-50.00	
10/29/2021	Check	1288	James Novotney		-34.23	-34.23
				parts to repair mower	34.23	
10/29/2021	Check	1289	Cardmember service		-566.22	-566.22
				Parking signs	44.24	
				shower seat	45.34	
				volunteer appreciation evening	142.80	
				label tape replacement	12.93	
				business cards	29.42	
				brochures holders	78.44	
				annual fee for DNS*Domain/Hosting	21.99	
				volunteer appreciation evening	104.26	
				postage	86.80	
						-955.61
Friday, Nov 12, 2021 08:03:57 PM GMT-8						