

Village Green Metropolitan Park District (VGMPD)

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5/26/19

Date: 17 April 2018

- 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)
Pat Pearson (Comm), Jim Moore (Comm), Jason Manges (Comm) & Linda Fyfe
(Program Coordinator/Manager VGCC))
- 5. Guests:** Evan Stoll, Mary Gleysteen, citizens; Rae Tyler (PoliSci Major)
- 6. Approval of Agenda. Approval of Agenda. Dated 3/20/18**
 - a. Recommended for approval: Pat Pearson (Comm)
 - b. Second Approval by: Jim Moore (Comm)
 - c. So Ordered Approval by: Bobbie Moore (Chair/Comm)
- 7. Meeting Minutes: Dated 3/20/18**
 - a. Recommended for approval: Pat Pearson (Comm).
 - b. Second Approval by Jim Moore (Comm)
 - c. So Ordered Approval by: Bobbie Moore (Chair/Comm)
- 8. Public Comment:** None
- 9. Report On Events to Date:**
 - a. Finance
 - a). Operating Cash: \$45,011.61, & Investment \$313,611.24
 - b). Bills and Vouchers were signed: See attached Voucher 1, total \$16,198.56 & Voucher#2: \$2,402.21 Motion to authorize payments by Pat Pearson (Comm), Second by Jim Moore (Comm). So, ordered approved by Bobbie Moore (Chair/Comm).
Amendment after the fact: Voucher 2 should have included DT Micro, \$200, and actual Superior Linen invoice was \$168.49, not \$150. Total Voucher #2: \$2,620.70
 - b. Website Update
 1. Minutes of the meeting will be 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

10. Unfinished Business:

- a. Bookkeeper: MPD will continue to search for a Bookkeeper for the MPD
- b. Bldg. Manager Report: See Attached. Community Center needs an Automated External Defibrillator (AED) for emergencies. MPD will research.
- c. Master Plan: Fitness Trail proposed to have a fitness trail installed. Motion to move to allow Kingston Parks/Trails and Open Space Committee to move forward with a planned fitness trail by Pat Pearson (Comm), Second by Jim Moore (Comm). So, ordered approved by Bobbie Moore (Chair/Comm).
- d. Fundraising: Capital Campaign Breakfast is 25 April 2018 at 7:30 am. Kitsap Great Give is 24 April 2018.
- e. Park Security: No report
- f. Rain Garden: No status.
- g. Pea Patch: Funding will be routed through Village Green Foundation
- h. KCAC: Bobbie Moore (Comm/Chair) gave an update about the MPD.
- i. Severe Weather Shelter: Closed for the season.
- j. Tennis Courts: No Status
- k. Public Records: No Status.
- l. Tsunami: Signage will be installed.
- m. Room Rentals: Tabled until fall.
- n. Mobile Dental Clinic: Tabled until May Meeting

11. New Business:

- a. Electronic Signage: Motion to participate in the electronic signage program not to exceed \$300.00 per year by Jason Manges (Comm), Second by Jim Moore (Comm). So, ordered approved by Bobbie Moore (Chair/Comm).

12. Any further public comment: None

13. Next Meeting Schedule: 15 May @ 6:30 p.m. at Village Green Community Center

14. Open Public Meeting Adjourned By: Bobbie Moore, (Chair/Comm) 8:20 p.m.

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

Village Green Metropolitan Park District
#1-Apr 2018 Details for April 17, 2018 meeting
 As of April 16, 2018

Seavedy original
4/18/18
Info
Waiting for

Type	Date	Num	Name	Memo	Split	Credit
VGMPD @ Kitsap County Treasurer						
Check	04/16/2018	698	Abdel Artistry & Services	2nd qtr monitoring security \$40, 1 atr monitoring fire \$30	Repairs and Maintenance	200.00
Check	04/16/2018	699	Bird Electric Corp	Gym and Windermere door repairs	Prepaid Expenses	210.00
Check	04/16/2018	700	Dormakaba USA Inc	Instructor portion = 80%	Building	555.90
Check	04/16/2018	701	Heather Gudmundson	Stormwater and noxious weeds assessments	Registration income	40.00
Check	04/16/2018	702	VGMPD @ Kitsap County Treasurer	2/28/18-3/31/18	Miscellaneous Repairs	433.45
Check	04/16/2018	703	Kitsap County Public Works	3/21/18 1200 @1.59	Sewer	72.12
Check	04/16/2018	704	Kitsap Propane		Propane	2,079.72
Check	04/16/2018	705	McClain Landscaping Services		Trees and Shrubs	538.65
Check	04/16/2018	706	Roberta Jean Moore		-SPLIT-	734.40
Check	04/16/2018	707	Nancy Niemi	1/8-3/5 Tai Chi for diabetes	Class Fees Due	412.00
Check	04/16/2018	708	Village Green Foundation	April-June rent	Prepaid Expenses	9,000.00
Check	04/16/2018	709	Port of Kingston	For mower	Fuel	24.68
Check	04/16/2018	710	Puget Sound Energy		-SPLIT-	664.18
Check	04/16/2018	711	Templeton Horton Weibel, PLLC	RSVP MOU review, review proposed resolution re: lease a...	Attorney	609.50
Check	04/16/2018	712	Brem-Air Disposal	0014-57031-63001 - Park	Trash removal	223.63
Check	04/16/2018	713	Brem-Air Disposal	0016-51823-13002 - Building	Trash removal	205.33
Check	04/16/2018	714	Zero Waste	6000 yellow dog waste bags	Lawn care	195.00
Total VGMPD @ Kitsap County Treasurer						16,198.56
TOTAL						16,198.56
						<i>1200</i>

6:10 PM

04/17/18

Accrual Basis

Village Green Metropolitan Park District
Petty Cash replenishment
 For April 2018 meeting

Type	Date	Num	Name	Memo	Amount
Petty cash account					
Check	03/26/2018	310	Manuel Perez		-150.00 ✓
Check	03/26/2018	311	Tracy Harris		-54.50 ✓
Check	03/26/2018	312	Jerica Ostler		-150.00 ✓
Check	03/26/2018	313	Christina Christaens		-50.00 ✓
Check	03/26/2018	314	Darcy Cary		-50.00 ✓
Check	03/26/2018	315	Jan Richards		-41.38 ✓
Check	03/26/2018	316	Linda Fyfe		-6.09 ✓
Check	03/26/2018		Columbia Bank		-5.95 ✓
Total Petty cash account					-507.92
TOTAL					-507.92

Picnic shelter deposit 3/10/18
 Picnic pavilion deposit 3/10/18
 Labels
 Sealing strip for shower

6:22 PM

04/17/18

Accrual Basis

Village Green Metropolitan Park District
#2-04/18 Details for April 17, 2018 meeting
As of April 17, 2018

*Sealed, original
in envelope*
Amount to mail 4/18/18

Type	Date	Num	Name	Memo	Amount
VGMPD @ Kitsap County Treasurer					
Check	04/17/2018	715	Skyline Communications	Apr-June	-1,471.50 ✓
Check	04/17/2018	716	Centurylink		-272.79 ✓
Check	04/17/2018	717	Village Green Metropolitan...		-507.92 ✓
Check	04/17/2018	718	Superior Linen Service	ESTIMATE	-150.00
Total VGMPD @ Kitsap County Treasurer					-2,402.21
TOTAL					<u>-2,402.21</u>