

Village Green Metropolitan Park District (VGMPD)

Date: 16 July 2019

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 6:36 p.m.
4. **Roll-Call:**
 - a. **Attendees:** Bobbie Moore (Chair/Comm) Pat Pearson (Comm), Bob Warden (Comm) & Linda Fyfe (Program Coordinator/Manager VGCC)
 - b. **Excused:** Tracy Darlene Harris (Clerk/Comm); Jason Manges (Comm)
 - c. Commissioner Pat Pearson agreed to chair the remainder of the meeting in the absence of Commission Clerk Tracy Harris.
5. **Guests:** Don Desnoyer (Resident)
 - a. **Approval of Agenda.** Dated 7 15/19 (Recommended for approval: Bobbie Moore (Comm))
 - b. Second Approval by: Bob Warden (Comm)
 - c. So Ordered Approval by: Pat Pearson (Meeting Chair/Comm)
6. **Meeting Minutes:** Dated 6 18/19
 - a. Recommended for approval: Bob Warden (Comm).
 - b. Second Approval by: Bobbie Moore (Comm).
 - c. So Ordered Approval by: Pat Pearson (Meeting Chair/Comm)
7. **Public Comment:** None
8. **Report On Events to Date:**
 - a. Finance
 - a). Operating Cash: \$100,727.75, Petty Cash: \$2,105.99 & Investment \$306,725.33
 - b). Bills and Vouchers signed: See attached Voucher 1, total \$11,053.08. Motion to authorize payments by Bob Warden (Comm), Second by Bobbie Moore (Comm). So ordered approved by Pat Pearson (Meeting Chair/Comm).
 - c). Voucher #2 \$20,486.79. Motion to authorize payments by Bob Warden (Comm), Second by Bobbie Moore (Comm). So ordered approved by Pat Pearson (Meeting Chair/Comm).
 - b. Website Update
 1. Minutes of the meeting are being published on the Website and improvements are slowly being made.
 - 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

9. Unfinished Business:

a. Acoustics: Ceiling tiles installed 6/20/19. Noticeable improvement; walls will be done as further funding is available..

b. Building Manager Report: Linda Fyfe (MVGCC) provided an update in the Bldg. She Many events are happening and will be posted on the website. Linda agreed to look into a locking dumpster so that we can avoid the overflowing trash can scenario. She also agreed to make verbiage on pavilion rental receipts to clarify that people would be charged for pavilion use in the event trash not taken with them.

c. Master Plan: Work is proceeding on the exercise trail, slowly; volunteers are stripping logs to be used for the stations. Station 1 will be completed in about 4 more weeks.

d. Park Security: No report

e. Rain Garden: No status.

f. Pea Patch: Guest Don Desnoyer made a report on behalf of the P-Patch. Almost all beds have been rented, and this season's renters are being very responsible. There's a rodent problem that's been observed.

g. KCAC: No report

h. VGF: Room rental policy no report and tabled until further notice.

i. Mobile Dental Clinic: No report.

j. Fundraising: Pie in the Park is 08 Aug 2019

k. Exercise Trail: See c. above

l. Columbia Bank: Signature routing is in the process to allow all Commissioners as authorized signers to allow the flexibility to get checks signed more quickly. Checkbook is held at the VG in a closet open during the day and locked at night.

m. Jim Moore's commemorative bench has been ordered, along with a plaque. We should plan for its arrival early in September.

10. New Business:

a. Kitsap Accounts Payable: The MPD may need to change how payments for monthly bills are processed. KC will be making a change to its accounting system. More information will be forthcoming.

b. Resolution 2019-3: Tabled until next meeting

11. Any further public comment: None

12. Next Meeting Schedule: 17 September 2019 @ 6:30 p.m. at Village Green Community Center

13. Open Public Meeting Adjourned by: Pat Pearson, (Meeting Chair/Comm) 7:54 p.m.

Summary of Minutes Taken by: Bobbie Moore (Comm)

Village Green Metropolitan Park District

UNPAID BILLS

All Dates

DATE	TRANSACTION TYPE	NUM	DUE DATE	PAST DUE	AMOUNT	OPEN BALANCE
Abdel Artistry & Services						
07/01/2019	Bill	VG-201905b	07/11/2019	4	75.00	75.00
07/01/2019	Bill	VG-201906b	07/11/2019	4	75.00	75.00
07/01/2019	Bill	VG-201906	07/20/2019	-5	200.00	200.00
06/29/2019	Bill	201907	07/31/2019	-16	200.00	200.00
Total for Abdel Artistry & Services					\$550.00	\$550.00
Air Management Solutions						
(360) 479-6500						
07/01/2019	Bill	0000137741	07/11/2019	4	1,661.16	1,661.16
07/01/2019	Bill	0001128964	07/20/2019	-5	256.16	256.16
Total for Air Management Solutions					\$1,917.32	\$1,917.32
Brem-Air Disposal						
07/01/2019	Bill		07/11/2019	4	212.76	212.76
Total for Brem-Air Disposal					\$212.76	\$212.76
Brem-Air Disposal Park						
07/03/2019	Bill		07/13/2019	2	239.71	239.71
Total for Brem-Air Disposal Park					\$239.71	\$239.71
Business Solutions						
07/01/2019	Bill	18.292	07/22/2019	-7	367.50	367.50
Total for Business Solutions					\$367.50	\$367.50
Kitsap County Public Works						
07/03/2019	Bill		07/26/2019	-11	74.28	74.28
Total for Kitsap County Public Works					\$74.28	\$74.28
McClain Landscaping Services						
07/01/2019	Bill	15591	07/11/2019	4	970.10	970.10
Total for McClain Landscaping Services					\$970.10	\$970.10
Northwest Architectural Products, Inc						
07/01/2019	Bill	4162	07/11/2019	4	624.58	624.58
Total for Northwest Architectural Products, Inc					\$624.58	\$624.58
Olympic Printer Resources						
07/01/2019	Bill	2019-1896	07/22/2019	-7	68.62	68.62
Total for Olympic Printer Resources					\$68.62	\$68.62
Port of Kingston						
07/01/2019	Bill	P34867	07/11/2019	4	22.70	22.70
07/01/2019	Bill	P38458	07/20/2019	-5	20.01	20.01
07/01/2019	Bill		07/22/2019	-7	45.92	45.92
Total for Port of Kingston					\$88.63	\$88.63
PUD #1 of Kitsap County						
07/01/2019	Bill		07/11/2019	4	279.42	279.42
07/01/2019	Bill		07/22/2019	-7	231.60	231.60
07/01/2019	Bill		08/31/2019	-47	1,705.94	1,705.94

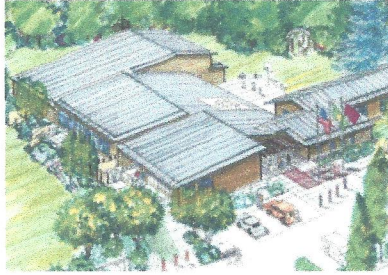
DATE	TRANSACTION TYPE	NUM	DUE DATE	PAST DUE	AMOUNT	OPEN BALANCE
Total for PUD #1 of Kitsap County					\$2,216.96	\$2,216.96
Puget Sound Energy						
07/03/2019	Bill		07/31/2019	-16	364.60	364.60
Total for Puget Sound Energy					\$364.60	\$364.60
Rec1						
07/01/2019	Bill	188612	07/11/2019	4	100.00	100.00
Total for Rec1					\$100.00	\$100.00
Skyline Communications						
07/03/2019	Bill	409	07/13/2019	2	1,471.50	1,471.50
Total for Skyline Communications					\$1,471.50	\$1,471.50
Superior Linen Service						
07/01/2019	Bill		07/20/2019	-5	156.48	156.48
Total for Superior Linen Service					\$156.48	\$156.48
Templeton Horton Weibel, PLLC						
07/01/2019	Bill	13709	07/11/2019	4	132.50	132.50
Total for Templeton Horton Weibel, PLLC					\$132.50	\$132.50
Village Green Metropolitan Park District						
07/16/2019	Bill	June-July 2019	07/26/2019	-11	1,497.54	1,497.54
Total for Village Green Metropolitan Park District					\$1,497.54	\$1,497.54
TOTAL					\$11,053.08	\$11,053.08

Village Green Metropolitan Park District

UNPAID BILLS VOUCHER #2 FOR 7 16 19

As of July 17, 2019

DATE	TRANSACTION TYPE	NUM	DUE DATE	AMOUNT
Acoustics NW, Inc				
07/16/2019	Bill	66240719	07/26/2019	10,627.50
Total for Acoustics NW, Inc				\$10,627.50
Centurylink				
07/17/2019	Bill		07/27/2019	289.07
Total for Centurylink				\$289.07
DT Micro				
07/17/2019	Bill		07/27/2019	306.00
Total for DT Micro				\$306.00
Peninsula Fire				
07/17/2019	Bill	55805	07/27/2019	264.22
Total for Peninsula Fire				\$264.22
Village Green Foundation				
07/17/2019	Bill	2017-011	07/27/2019	9,000.00
Total for Village Green Foundation				\$9,000.00
TOTAL				\$20,486.79



Village Green Community Center

PO Box 1792, 26159 Dulay Road NE
Kingston, WA 98346

www.myvillagegreen.org

MANAGER'S REPORT

presented to the Village Green Metropolitan Park District Commissioners
July 16, 2019

PROGRAMS

Building Usage Statistics for June 2019

Library	4892
Boys and Girls Club	1426
Events/Classes/Meetings	<u>2857</u>

9175

VOLUNTEER HOURS: 425

Other Social Media Statistics

Constant Contact Mailing List	475
Facebook Page	1,239 LIKES

New programs coming up: **Meditation isn't just for Monks** and **Dancing for Your Health**.

We entered into a partnership with Poulsbo Parks and Rec to offer Senior Excursions through their program. They will swing their bus to our front door for the four trips they have planned where they will be taking the Kingston Ferry. Our patrons will be paying their non-resident rate, and we will not be making any money from this program, but it will be an additional program we can offer our community. In speaking with the Bainbridge Island Senior Center, they will be offering us the same service in the very near future (I have to get the hardcopy list of trips that they are offering upon which we can piggy back). I spoke with Bobbie and asked her if she could speak with Martha and Mary to see if we could use the Village Green Apartments bus if we provide our own driver. I mistakenly understood that M&M was no longer offering their buses to Poulsbo because of tents, *but that is not the case*.

The 4th of July happened down in the park with no incidents. We guesstimate a thousand people or so again this year. Next year, Tiny Town will only take place on

Saturday, July 4, 2020 as a one-day event. There will be a two-day music festival down at the Port on the 3rd and 4th of July.

Kitsap Arts and Crafts Festival is taking place **July 26-28**. The lobby will be the main art gallery for all the fine arts. There will be a Preview Party on Thursday, July 25 in the evening – everyone is welcome. There will be refreshments and the winners of the Art Show will be ribboned. In August, the Grand Art Hallway will be adorned with the winners from that night.

Wednesday Music at the Green has begun with the first of 5 (?) scheduled concerts that will take place in the picnic pavilion, or on the deck, or in the Banquet Hall, depending on the weather. There is now 5 days of music in North Kitsap during the summer: Tuesday at The Point Casino Hotel, Wednesday at the Village Green, Thursday at the Suquamish Clearwater Casino Resort, Friday in Poulsbo and Saturday in Kingston.

Pie in the Park is August 8.

Slug Fest is August 17.

PROPERTY

McClain came through with all the tree branch trimming/grass mowing that needed to be done.

Called Waste Management about repairing a wheel on the Recycling Bin. According to the custodian, the driver tends to drop the dumpsters rather hard on the pavement, causing the wheels to break. This is the third request for repair that we've needed for the dumpsters in the three years we've been here.

Fire Extinguishers inspected for this quarter.

Fire Drill conducted with the majority of the Center Volunteers, Library staff and Boys and Girls Club included. Everything went as planned. A great experience for the volunteers to hear the alarm and see the strobes and experience where to evacuate to. Additional interest was shown, as a result of this exercise, in the secondary evacuation location procedure that was talked about at the July Volunteer Meeting.

Respectfully submitted,
Linda Fyfe