

Village Green Metropolitan Park District (VGMPD)

Date: 21 May 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 6:34 p.m.
- 4. Roll-Call:**
 - a. Attendees: Bobbie Moore (Chair/Comm) Tracy Darlene Harris (Clerk/Comm), Jason Manges (Comm), Bob Warden (Comm) & Linda Fyfe (Program Coordinator/Manager VGCC)
 - b. Authorized Absence: Pat Pearson (Comm)
- 5. Guests:** Les Poole (Resident & Pickleball), Jim & Teena Novotney (Resident & Pickleball) & Dave Tramel (Resident & Pickleball)
- 6. Approval of Agenda.** Dated 5/21/19
 - a. Recommended for approval: Jason Manges (Comm)
 - b. Second Approval by: Bob Warden (Comm)
 - c. So Ordered Approval by: Bobbie Moore (Chair/Comm)
- 7. Meeting Minutes:** Dated 3/19/19
 - a. Recommended for approval: Bob Warden (Comm).
 - b. Second Approval by Jason Manges (Comm)
 - c. So Ordered Approval by: Bobbie Moore (Chair/Comm)
- 8. Public Comment:** Less Poole, the mowing of the hill has become a challenge due to the slope and the age of volunteers; request that the Commissioners look at options in the future to maintain the hill. The MPD board will look into contracting mowing services. Jason Manges (Comm) remarked that the Commission is aware of the difficulties.
- 9. Tina Novotney, Proposal on Pickle Ball Tape.** Blue was the chosen color and approved for striping as previously discussed in last month's meeting. Motion to approve by Jason Manges (Comm), Second by Bob Warden (Comm), So ordered approved by Bobbie Moore (Chair/Comm)

Dave Tramel requested that the acoustic tiles not be a poor quality ceiling tiles sound absorption should be .06% to 100% efficiency.
- 10. Report On Events to Date:**
 - a. Finance
 - a). Operating Cash: \$101,988.50, Petty Cash: \$1371.84 & Investment \$305,562.31
 - b). Bills and Vouchers signed: See attached Voucher 1, total \$8746.80. Motion to authorize payments by Bob Warden (Comm), Second by Jason Manges (Comm). So ordered approved by Bobbie Moore (Chair/Comm).

- c). Voucher #2 \$1276.77, Motion to authorize payments by Bob Warden (Comm), Second by Jason Manges (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. Acoustics: Jason Manges (Comm) reported 1 ceiling bid came in at \$27K and Armstrong Felt Works Direct may install our tiles in for \$12K but more inquiry will be required. (No charge for the product.) Motion to allow Jason Manges (Comm) to inquire with Armstrong Felt Works about the potential free material with installation costs, by Bob Warden (Comm), Second by Bobbie Moore (Chair/Comm), So ordered by Bobbie Moore (Chair/Comm). Tax Donations for ceiling acoustic may be tax deductible, depending on individuals' particular situations..
- b. Building Manager Report: Linda Fyfe (MVGCC) provided an update in the Bldg. See report dated 5/21/19
- c. Master Plan: Asphalt sealing tabled until 2020.
- d. Park Security: No report
- e. Rain Garden: No status.
- f. Pea Patch: No report.
- g. KCAC: A presentation will be made by WA State Ferries on 29 April 2019 at VG
- h. VGF: Room rental policy no report and tabled until further notice.
- i. Mobile Dental Clinic: No report.
- j. Fundraising: Village Green Foundation Breakfast raised \$10, 000.00 and the Great Give raised \$1600.00.
- k. Exercise Trail: In progress of being completed.

12. New Business:

- a. Signatures: Motion to add Bob Warden and Jason Manges as signature authority to the Columbia Bank Account by Bobbie Moore (Chair/Comm), Second by Jason Manges (Comm), So ordered approved by Bobbie Moore (Chair/Comm)

13. Any further public comment: None

14. Next Meeting Schedule: 18 Jun 2019 @ 6:30 p.m. at Village Green Community Center

15. Open Public Meeting Adjourned by: Bobbie Moore, (Chair/Comm) 8:04 p.m.

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

Village Green Metropolitan Park District

VOUCHER #1

As of May 31, 2019

DATE	TRANSACTION TYPE	NUM	DUE DATE	AMOUNT
3 Wire LLC				
03/19/2019	Bill	3/19/19	04/19/2019	1,398.74
05/01/2019	Bill	4/25/19	05/11/2019	526.01
Total for 3 Wire LLC				\$1,924.75
Abdel Artistry & Services				
05/13/2019	Bill	VG-201905	05/30/2019	200.00
Total for Abdel Artistry & Services				\$200.00
Brem-Air Disposal				
05/07/2019	Bill	5491371-0029-9 Park	05/31/2019	237.70
05/01/2019	Bill	5498769-0029 Bldg	05/31/2019	212.17
Total for Brem-Air Disposal				\$449.87
Bremerton Backflow				
05/13/2019	Bill		06/01/2019	200.00
Total for Bremerton Backflow				\$200.00
Business Solutions				
05/01/2019	Bill	18.265	05/11/2019	367.50
Total for Business Solutions				\$367.50
Centurylink				
05/06/2019	Bill		05/28/2019	272.22
Total for Centurylink				\$272.22
DT Micro				
05/15/2019	Bill		05/25/2019	306.00
Total for DT Micro				\$306.00
Kitsap County Public Works				
05/06/2019	Bill		05/16/2019	74.28
Total for Kitsap County Public Works				\$74.28
McClain Landscaping Services				
05/01/2019	Bill		05/11/2019	955.57
Total for McClain Landscaping Services				\$955.57
Olympic Printer Resources				
05/07/2019	Bill	2019-1466	05/17/2019	94.78
Total for Olympic Printer Resources				\$94.78
PUD #1 of Kitsap County				
05/01/2019	Bill	Irrigation	05/31/2019	71.84
05/01/2019	Bill	Comm Ctr	05/31/2019	223.40
05/01/2019	Bill	Water park	05/31/2019	224.87
Total for PUD #1 of Kitsap County				\$520.11
Puget Sound Energy				
05/10/2019	Bill		05/31/2019	339.38
05/10/2019	Bill		05/31/2019	16.72
Total for Puget Sound Energy				\$356.10
Rec1				

DATE	TRANSACTION TYPE	NUM	DUE DATE	AMOUNT
05/01/2019	Bill	185885	05/11/2019	100.00
Total for Rec1				\$100.00
Skyline Communications				
05/07/2019	Bill	120	05/17/2019	1,471.50
Total for Skyline Communications				\$1,471.50
Superior Linen Service				
05/01/2019	Bill		05/11/2019	158.13
Total for Superior Linen Service				\$158.13
Village Green Metropolitan Park District				
05/20/2019	Bill		05/30/2019	1,295.99
Total for Village Green Metropolitan Park District				\$1,295.99
TOTAL				\$8,746.80

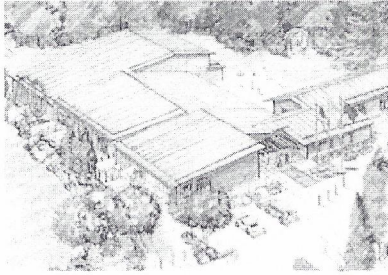
*removed one refund 1,145.99
 check from reimbursement
 request - to be
 added in next request.*

Village Green Metropolitan Park District

VOUCHER 2 CURRENT MONTH

As of May 25, 2019

DATE	NUM	AMOUNT
Joe Seals		
05/21/2019	2019-3	588.00
Total for Joe Seals		\$588.00
McClain Landscaping Services		
05/21/2019	15342 Irr	299.17
Total for McClain Landscaping Services		\$299.17
Nancy Niemi		
05/21/2019	Tai Chi Mar-Apr	320.00
Total for Nancy Niemi		\$320.00
R Snedegar		
05/21/2019	1001	69.60
Total for R Snedegar		\$69.60
TOTAL		\$1,276.77



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
May 21, 2019

PROGRAMS

Building Usage Statistics for April 2019

Library	4358
Boys and Girls Club	848
Events/Classes/Meetings	<u>3029</u>

8235

VOLUNTEER HOURS: 425

Other Social Media Statistics

Constant Contact Mailing List	470
Facebook Page	1,222 LIKES

- The gas leak on the stove top in VG kitchen has been resolved.
- The upper convection oven is now also fully operational since the new parts were installed.
- Carol will look into prices and measurements of foldable trays on wheels and forward her findings to Bobbie for her evaluation and study.
- The VG shower will now be cleaned professionally every 4 weeks. Feedback has been very positive about cleanliness and scum removal.
- Gym acoustics: Fundraising continues slowly.
- Tech Lab: VG volunteers cleaned and dusted the computers, chairs and desktops. One computer in particular, by the thermostat, is still not working. Chelsea Tate sent Tyler a work ticket but has not heard back. Chelsea will send him another email.

- Rik Scott, our computer teacher for seniors is hoping to return to teaching in June
- Boys & Girls Club will soon begin their Summer Camp –June 24 to end of August - which means they will be using the gym from 12:30 – 6:30pm. Pickelballers must be notified. So far the first and second weeks of Summer Camp are not completely full although the rest of the weeks have 60 kids signed up.
- The library has a few summer programs coming up such as Urban Trail Walks for adults and kids, Walks through the Arness Park, Salt Air Beach, these will be on one Saturday each month. They have hired a 16 year old intern for 100 paid hours to create a Community Program. Patrick O'Neill and Dave Jones are in the process of creating a detailed checklist for all custodians regarding cleaning procedures for each library building under their domain. There are now ten times more mop heads than before. There are different mop heads for different areas of a building. The soiled mops are sent out to a linen service every week. There is a Sunday custodian who must cover 3 branch offices in just 6 hours. Our own custodian, Matthew, just graduated, receiving his Mechanical Engineering degree. He may continue on to achieve a Master's degree. Time will tell. The Boys & Girls Club indicated that the custodian must also dust the tile walls which are quite dirty. The ceiling fan in the restroom and vent must be dusted and repaired as well.
- Air conditioning in the library: Unit No. 16 above the library is faulty. Temperature on the screen indicated 66°F but was in fact, the system was blowing out 112°F. Linda contacted AMS, the HVAC maintenance company who communicated with ATS. They jointly came to the conclusion that there might be a failing part. When it was checked and reset, it was working fine. ATS (Ken Duncan) stated that if this happens again, they'll replace the mother board in the unit. This is the second time this unit has acted up and they admit that there might be something wrong with it. All the other units have not given us any problems. Patrick O'Neill understands the air conditioning system and offered to be the mediator between the VG and the service company.
- On August 17th we will have the successful Slug Hunt event with 400 slugs being held captive at the VG and in order to free the slugs, the public must purchase a \$2 Slug Hunting License and search for the magic medallions. The kids' festival will have face painting and books about slugs. Local businesses will be approached to be sponsors for the slug hunt, at \$25/slug. They will choose the decorated slug(s) that they will have on display until just before August 17 – in order to help us promote the event. This is a fundraiser for scholarships for Art Students. There will be a silent auction that night with wine and cheese.

Respectfully submitted,

Linda Fyfe