

VILLAGE GREEN METROPOLITAN PARK DISTRICT: AGENDA		1/16/2024
		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.
Facilitator:	Bob Netzel, Chair	Note taker: Tracy Harris, clerk
Attendees:	none	
Please read:	Minutes from prior month meeting; Manager's report; Prior month financial statements; Petty cash reimbursement detail	
Roll call		
Convene Regular Monthly meeting		Presenter
Approve agenda; approve prior meeting minutes		Est. time
Report on current financial matters:		Bobbie
A. Consent approval - See page 2		
1. Supplier batches already processed: Jan 4, Jan 11 Checks/EFT payments issued		All
2. Processed not yet paid: Petty cash (receiving Tuesday), Bird Electric \$1638 (fire & security monitoring annual fee), PSE \$1386.12, Qtr #4 2023: Lnl \$1017.89, ESD \$73.24, WA Cares \$189.25, PFML \$189.93		5 min
B. Financial Statements – December 2023		5 min
C. Approving December 2023 payroll		All
Public Comment		All
		Up to 3 min
Unfinished Business		
Master planning – grounds maintenance update/biologist's report: Update		Jason, All
		20 min
Report from MPD-VGF Task Team – updates only		Beth, Jet, Bob, or Bobbie
		10 min
Building manager/program coordinator report: Any questions?		Marcy
		10 min
Update on Severe Weather Shelter agreement		Bobbie
		5 min
Discussion on legal obligations to Boys & Girls Club		Bobbie
		10 min
New Business		
Resolution addressing District officers		Bobbie
		5 min
Resolution addressing compensation of Commissioners		Bobbie
		5 min
Motion to move funds to the investment account		Bobbie
		5 min
Issue with newsletter contract		Bobbie/Marcy
		5 min
Public Comment		All
		Up to 3 min
Adjourn		All

Supplier payments:

Checks & EFT Payments 1/4/24; Total: \$5,047.63

Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay
Isabel Gates	119	Isabel Gates	Immediate	SINV-2023-95688	12/28/2023		12/28/2023	0.00	0.00	648.00
Northwest Construction & Landscape, LLC	22522	Northwest Construction & Landscape, LLC	Net 30	SINV-2023-95689	12/28/2023		01/27/2024	0.00	0.00	1,736.28
Kitsap Public Utility District	KPUD Oct - Dec 2023 Comm Ctr	Kitsap Public Utility District - Remit-To: PO Box 2910	Net 30	SINV-2023-95694	12/28/2023		01/27/2024	0.00	0.00	334.83
Kitsap Public Utility District	KPUD Oct - Dec 2023 W Kingston Irrig	Kitsap Public Utility District - Remit-To: PO Box 2910	Net 30	SINV-2023-95695	12/28/2023		01/27/2024	0.00	0.00	279.76
Kitsap Public Utility District	KPUD Oct - Dec 2023 Dulay Irrig	Kitsap Public Utility District - Remit-To: PO Box 2910	Net 30	SINV-2023-95696	12/28/2023		01/27/2024	0.00	0.00	81.72
Village Green Metropolitan Park District	VGMPD Credit Card Dec 2023	Village Green Metropolitan Park District - Remit-To: 26159 Dulay Road Ne Kingston Wa	Immediate	SINV-2024-00271	01/02/2024		01/02/2024	0.00	0.00	1,375.81
Dtmicro, Inc.	7204	Dtmicro, Inc.	Net 30	SINV-2024-00272	01/02/2024		02/01/2024	0.00	0.00	200.00
Waste Management of WA	6739264-0029-6	Waste Management of WA - Remit-To: Wm Corporate Services Inc -Wm Of Wa Inc	Net 30	SINV-2024-00273	01/02/2024		02/01/2024	0.00	0.00	391.23

Checks & EFT Payments 1/11/23; Total: \$3,733.37

Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay
Blue Sky Printing	N16619	Blue Sky Printing	Net 30	SINV-2024-00569	01/04/2024		02/03/2024	0.00	0.00	1,088.69
Superior Linen Service	VG Linen Service Dec 2023	Superior Linen Service	Net 30	SINV-2024-00571	01/04/2024		02/03/2024	0.00	0.00	429.76
Moff Interactive Inc.	8675	Moff Interactive Inc.	Net 30	SINV-2024-00575	01/04/2024		02/03/2024	0.00	0.00	100.00
Business Solutions Bookkeeping LLC	18.1133	Business Solutions Bookkeeping LLC - Remit-To: 25966 Eagle Ct NW	Net 30	SINV-2024-00576	01/04/2024		02/03/2024	0.00	0.00	367.50
Air Management Solutions, LLC	169509	Air Management Solutions, LLC	Net 30	SINV-2024-00928	01/08/2024		02/07/2024	0.00	0.00	1,747.42