

VILLAGE GREEN METROPOLITAN PARK DISTRICT: AGENDA		3/21/ 2023	
		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:	Excused absences:		
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	Est. time
Approve agenda; approve prior meeting minutes			
Report on current financial matters:		Bobbie	5 min
A. Consent approval - See page 2			
1. Supplier batches already processed:			
Mar 3, Mar 9. And Mar 16 Checks/EFT payments issued		All	5 min
2. Processed not yet paid: VGMPD petty cash reimbursement \$1,841.49; DTMicro \$200; Peninsula Environmental \$4200, Uline \$304.41 (TV cart), DTG Recycle \$1339, See following pages			5 min
B. Approval at March meeting: Any received post 3/20:		Bobbie	
C. Financial Statements – February 2023			
Unfinished Business			
Master planning – grounds maintenance update/biologist's report: Update		Jason, All	20 min
Updated proposal from District resident Joel Schwarcz		Joel Schwarcz, Bobbie, Jason	10 min
Report from MPD-VGF Task Team – updates only		Beth, Alan, Bob, or Bobbie	10 min
Building manager/program coordinator report: Any questions? Carol/Erin updates		Marcy/Bobbie	20 min
Update on Severe Weather Shelter agreement;		Bobbie	5 min
Webinar opportunities and public records, F-1 reports due		Bobbie	5 min
Holiday planning for 2023 and 2024		Marcy, all	10 min
New Business			
How to handle fees for groups that provide a free public service (ex. Bloodworks NW, Community Meals, SWS)		Marcy, Bobbie	10 min
Adjourn		All	

Supplier payments:

Checks & EFT Payments 3/2/23:

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	114	Isabel Gates	Immediate	SINV-2023-60513	03/01/2023		03/01/2023	0.00	0.00	872.00
Propane Northwest	1509559996	Propane Northwest	Net 30	SINV-2023-60514	03/01/2023		03/31/2023	0.00	0.00	1,949.95
Northwest Construction & Landscape, LLC	21582	Northwest Construction & Landscape, LLC	Net 30	SINV-2023-60570	03/01/2023		03/31/2023	0.00	0.00	1,583.40

Checks & EFT Payments 3/9/23:

Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay
Waste Management of WA	6513430-0029-5	Waste Management of WA - Remit-To: Wm Corporate Services Inc -Wm Of Wa Inc	Net 30	SINV-2023-60666	03/02/2023		04/01/2023	0.00	0.00	344.16
Superior Linen Service	Feb 2023 Superior Linen	Superior Linen Service	Net 30	SINV-2023-60961	03/06/2023		04/05/2023	0.00	0.00	294.91
GoTo Technologies USA, Inc.	IN7101797367	GoTo Technologies USA, Inc.	Net 30	SINV-2023-60962	03/06/2023		04/05/2023	0.00	0.00	103.26
Business Solutions Bookkeeping LLC	18.982	Business Solutions Bookkeeping LLC - Remit-To: 25966 Eagle Ct NW	Net 30	SINV-2023-60963	03/06/2023		04/05/2023	0.00	0.00	367.50
Kitsap County	Feb. 2023 Sewer	Kitsap County - Remit-To: KC Public Works Sewer Payments	Net 30	SINV-2023-60964	03/06/2023		04/05/2023	0.00	0.00	92.24
Sound Publishing Inc	8093530	Sound Publishing Inc - Remit-To: Sound Publishing Inc	Net 30	SINV-2023-60968	03/06/2023		04/05/2023	0.00	0.00	199.00

Checks & EFT Payments 3/16/23:

Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay
Kitsap Public Utility District	KPUD Feb 2023 W Kingston Irrig	Kitsap Public Utility District - Remit-To: PO Box 2910	Net 30	SINV-2023-61685	03/09/2023		04/08/2023	0.00	0.00	219.72
Kitsap Public Utility District	KPUD Feb 2023 Main	Kitsap Public Utility District - Remit-To: PO Box 2910	Net 30	SINV-2023-61689	03/09/2023		04/08/2023	0.00	0.00	250.76
Kitsap Public Utility District	KPUD Feb 2023 Dulay Rd Irrig	Kitsap Public Utility District - Remit-To: PO Box 2910	Net 30	SINV-2023-61693	03/09/2023		04/08/2023	0.00	0.00	64.20
CenturyLink	CenturyLink Feb 2023	CenturyLink - Remit-To: Po Box 4300	Net 30	SINV-2023-61748	03/09/2023		04/08/2023	0.00	0.00	151.74
Puget Sound Energy	PSE Pumhouse Feb 2023	Puget Sound Energy	Net 30	SINV-2023-62187	03/14/2023		04/13/2023	0.00	0.00	18.73
Puget Sound Energy	PSE Main Feb 2023	Puget Sound Energy	Net 30	SINV-2023-62188	03/14/2023		04/13/2023	0.00	0.00	1,038.70

Village Green Metropolitan Park District							
Check Detail							
February 17 - March 17, 2023							
Date	Transaction Type	Num	Name	Memo/Description	Clr	Amount	Reimbursement request
02/22/2023	Check	1449	Veronica Maruda		R	-150.00	-150.00
				2/11 rental		-150.00	
02/24/2023	Check	1450	Robin Spaulding			-150.00	-150.00
				2/18 Community Rm		-150.00	
02/24/2023	Check	1451	Jaci Bryant			-150.00	-150.00
				2/21 Wind and Blue		-150.00	
02/28/2023	Check	1452	Scott Polsgrove			-150.00	-150.00
				2/25		-150.00	
02/28/2023	Check	1453	Jennifer Johnson			-150.00	-150.00
				2/25		-150.00	
03/03/2023	Check	Bill pay online	Cardmember service			-1,091.59	-1,091.59
				Domain hosting - one year		177.17	
				Volunteer meeting		31.81	
				techlab		39.30	
				fitness tubes, heavy		70.48	
				repair		575.00	
				Postage - mail ??		15.84	
				Batteries for back door alarm		6.54	
				Replace broken sign holders		30.57	
				Supplies for senior lunches sugar dispensers, etc		15.71	
				clock		64.50	
				Adapters for macs, etc		26.20	
				Volunteer meeting 2/16/2023		38.47	
							-1841.59
Friday, Mar 17, 2023 10:52:00 AM GMT-7							