

VILLAGE GREEN METROPOLITAN PARK DISTRICT: AGENDA		12/19/2023	
		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:	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	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: Dec 7, Dec 14 Checks/EFT payments issued		All	5 min
2. Processed not yet paid: Petty cash \$, Ecolab (supplies) \$436.93, Stanley Steemer \$156.90			5 min
B. Approval at December meeting: Any received post 12/14:			
C. Financial Statements – November 2023		All	
D. Approving November 2023 payroll			
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
New Business			
Discussion on legal obligations to Boys & Girls Club		Bobbie	10 min
Public Comment		All	Up to 3 min
Adjourn		All	

Supplier payments:

Checks & EFT Payments 12/7/23; Total: \$11,805.95

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	6715796-0029-5	Waste Management of WA - Remit-To: Wm Corporate Services Inc -Wm Of Wa Inc	Net 30	SINV-2023-92526	12/02/2023		01/01/2024	0.00	0.00	338.97
Network PC Engineering, Inc.	231016	Network PC Engineering, Inc.	Immediate	SINV-2023-92527	12/02/2023		12/02/2023	0.00	0.00	915.31
Northwest Construction & Landscape, LLC	22436	Northwest Construction & Landscape, LLC	Net 30	SINV-2023-92528	12/02/2023		01/01/2024	0.00	0.00	1,736.28
Northwest Construction & Landscape, LLC	22360	Northwest Construction & Landscape, LLC	Net 30	SINV-2023-92529	12/02/2023		01/01/2024	0.00	0.00	409.51
Northwest Construction & Landscape, LLC	22326	Northwest Construction & Landscape, LLC	Net 30	SINV-2023-92530	12/02/2023		01/01/2024	0.00	0.00	1,736.28
Dtmicro, Inc.	7151	Dtmicro, Inc.	Net 30	SINV-2023-92531	12/02/2023		01/01/2024	0.00	0.00	200.00
Village Green Metropolitan Park District	VG Credit Card 11/1/23 to 11/30/23	Village Green Metropolitan Park District - Remit-To: 26159 Dulay Road Ne Kingston Wa	Immediate	SINV-2023-92532	12/02/2023		12/02/2023	0.00	0.00	556.87
Village Green Metropolitan Park District	VG Petty Cash Oct - Nov 2023 Resubmit	Village Green Metropolitan Park District - Remit-To: 26159 Dulay Road Ne Kingston Wa	Net 30	SINV-2023-92535	12/02/2023		01/01/2024	0.00	0.00	4,327.54
Superior Linen Service	8512	Superior Linen Service	Net 30	SINV-2023-92958	12/06/2023		01/05/2024	0.00	0.00	870.19
Isabel Gates	118	Isabel Gates	Immediate	SINV-2023-92959	12/06/2023		12/06/2023	0.00	0.00	348.00
Business Solutions Bookkeeping LLC	18.1116	Business Solutions Bookkeeping LLC - Remit-To: 25966 Eagle Ct NW	Net 30	SINV-2023-92960	12/06/2023		01/05/2024	0.00	0.00	367.00

Checks & EFT Payments 12/14/23; Total: \$1,264.43

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 Law Group	18330	Kitsap Law Group - Remit-To: Kitsap Law Group	Net 30	SINV-2023-93155	12/07/2023		01/06/2024	0.00	0.00	344.50
Bird Electric Corporation	75577	Bird Electric Corporation	Net 30	SINV-2023-93591	12/11/2023		01/10/2024	0.00	0.00	551.46
Swift Plumbing & Heating, Inc.	57164	Swift Plumbing & Heating, Inc.	Net 30	SINV-2023-93647	12/11/2023		01/10/2024	0.00	0.00	213.92
Air Management Solutions, LLC	1144272	Air Management Solutions, LLC	Net 30	SINV-2023-94024	12/13/2023		01/12/2024	0.00	0.00	62.31