

VILLAGE GREEN METROPOLITAN PARK DISTRICT: AGENDA		3/19/2024
		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: Mar 7, Mar 14 Checks/EFT payments issued		All
2. Processed not yet paid: none		5 min
B. Financial Statements – February 2024		5 min
C. Approving February 2024 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
Issue with newsletter contract		Bobbie/Marcy
		5 min
Moving funds to the investment account		Bobbie/Pat
		5 min
New Business		
Commissioner Succession Discussion		Bob
		5 min
Public Comment		All
		Up to 3 min
Adjourn		All

Supplier payments:

Checks & EFT Payments 3/7/24; Total: \$11,717.58

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	N17235	Blue Sky Printing	Net 30	SINV-2024-07377	03/01/2024		03/31/2024	0.00	0.00	1,138.78
Swift Plumbing & Heating, Inc.	58394	Swift Plumbing & Heating, Inc.	Net 30	SINV-2024-07378	03/01/2024		03/31/2024	0.00	0.00	3,212.71
Isabel Gates	121	Isabel Gates	Immediate	SINV-2024-07381	03/01/2024		03/01/2024	0.00	0.00	396.00
Kitsap Communications, LLC	1565	Kitsap Communications, LLC	Immediate	SINV-2024-07383	03/01/2024		03/01/2024	0.00	0.00	209.83
Waste Management of WA	6781271-0029-8	Waste Management of WA - Remit-To: Wm Corporate Services Inc -Wm Of Wa Inc	Net 30	SINV-2024-07385	03/01/2024		03/31/2024	0.00	0.00	396.81
Kitsap Tech Support	2023	Kitsap Tech Support	Immediate	SINV-2024-07387	03/01/2024		03/01/2024	0.00	0.00	70.00
Northwest Construction & Landscape, LLC	22683	Northwest Construction & Landscape, LLC	Net 30	SINV-2024-07389	03/01/2024		03/31/2024	0.00	0.00	1,736.28
Northwest Construction & Landscape, LLC	22631	Northwest Construction & Landscape, LLC	Net 30	SINV-2024-07390	03/01/2024		03/31/2024	0.00	0.00	638.83
Kitsap Public Utility District	KPUD Feb 2024 comm ctr	Kitsap Public Utility District - Remit-To: PO Box 2910	Net 30	SINV-2024-07393	03/01/2024		03/31/2024	0.00	0.00	327.32
Kitsap Public Utility District	KPUD Feb 2024 w kingston rd irrig	Kitsap Public Utility District - Remit-To: PO Box 2910	Net 30	SINV-2024-07395	03/01/2024		03/31/2024	0.00	0.00	279.76
Kitsap Public Utility District	KPUD Feb 2024 dulay rd irrig	Kitsap Public Utility District - Remit-To: PO Box 2910	Net 30	SINV-2024-07397	03/01/2024		03/31/2024	0.00	0.00	81.72
Business Solutions Bookkeeping LLC	18.1172	Business Solutions Bookkeeping LLC - Remit-To: 25966 Eagle Ct NW	Net 30	SINV-2024-07402	03/01/2024		03/31/2024	0.00	0.00	367.50
Tomarow Amber Vanas	103	Tomarow Amber Vanas	Immediate	SINV-2024-07405	03/01/2024		03/01/2024	0.00	0.00	313.60
Fun Fitness LLC	102	Fun Fitness LLC	Immediate	SINV-2024-07406	03/01/2024		03/01/2024	0.00	0.00	283.50
Jennifer Anne Sletten	101	Jennifer Anne Sletten	Immediate	SINV-2024-07408	03/01/2024		03/01/2024	0.00	0.00	74.00
Washington State Patrol	I2404917	Washington State Patrol	Net 30	SINV-2024-07409	03/01/2024		03/31/2024	0.00	0.00	22.00
Village Green Metropolitan Park District	Feb 2024 Credit Card Payment Petty Cash	Village Green Metropolitan Park District - Remit-To: 26159 Dulay Road Ne Kingston Wa	Net 30	SINV-2024-07410	03/01/2024		03/31/2024	0.00	0.00	623.44
Kitsap Law Group	19503	Kitsap Law Group - Remit-To: Kitsap Law Group	Immediate	SINV-2024-07788	03/05/2024		03/05/2024	0.00	0.00	954.00
Dtmicro, Inc.	7300	Dtmicro, Inc.	Net 30	SINV-2024-07791	03/05/2024		04/04/2024	0.00	0.00	200.00
Superior Linen Service	Sup Linen Feb 2024	Superior Linen Service	Net 30	SINV-2024-08020	03/06/2024		04/05/2024	0.00	0.00	391.50

Checks & EFT Payments 3/14/24; Total: \$8,404.09

Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay
Moff Interactive Inc.	8776	Moff Interactive Inc.	Net 30	SINV-2024-08727	03/12/2024		04/11/2024	0.00	0.00	50.00
Propane Northwest	1512920997	Propane Northwest	Immediate	SINV-2024-08731	03/12/2024		03/12/2024	0.00	0.00	2,576.25
Propane Northwest	1512978465	Propane Northwest	Immediate	SINV-2024-08732	03/12/2024		03/12/2024	0.00	0.00	966.40
Village Green Metropolitan Park District	VG Petty Cash Nov 2023 - Mar 2024	Village Green Metropolitan Park District - Remit-To: 26159 Dulay Road Ne Kingston Wa	Net 30	SINV-2024-08733	03/12/2024		04/11/2024	0.00	0.00	1,429.12
Bird Electric Corporation	77242	Bird Electric Corporation	Net 30	SINV-2024-08908	03/13/2024		04/12/2024	0.00	0.00	589.68
Jaymarc AV	8487	Jaymarc AV	Net 30	SINV-2024-08910	03/13/2024		04/12/2024	0.00	0.00	1,490.59
Kitsap County	VG Sewer Feb 2024	Kitsap County - Remit-To: KC Public Works Sewer Payments	Net 30	SINV-2024-08911	03/13/2024		04/12/2024	0.00	0.00	98.06
Puget Sound Energy	PSE main Feb 2024	Puget Sound Energy	Net 30	SINV-2024-08916	03/13/2024		04/12/2024	0.00	0.00	1,184.34
Puget Sound Energy	PSE pumphouse Feb 2024	Puget Sound Energy	Net 30	SINV-2024-08917	03/13/2024		04/12/2024	0.00	0.00	19.65