

<b>VILLAGE GREEN METROPOLITAN PARK DISTRICT: AGENDA</b>		<b>7/18/2023</b>
		<b>6:30 PM</b>
		<b>Village Green Community Center, 26159 Dulay Rd NE, Kingston</b>
<b>Meeting called by:</b>	<b>MPD Commissioners</b>	<b>Regular monthly meeting to be conducted in person with video conference option.</b>
<b>Facilitator:</b>	Jason Manges, Chair	<b>Note taker: Tracy Harris, clerk</b>
<b>Attendees:</b>	Excused absences: Bob Netzel, Pat Pearson	
<b>Please read:</b>	Minutes from prior month meeting; Manager's report; Prior month financial statements; Petty cash reimbursement detail	
<b>Roll call</b>		
<b>Convene Regular Monthly meeting</b>		<b>Presenter</b>
<b>Approve agenda; approve prior meeting minutes</b>		<b>Est. time</b>
<b>Report on current financial matters:</b>		
<b>A. Consent approval - See page 2</b>		Bobbie
<b>1. Supplier batches already processed:</b>		
Jul 6, and Jul 13 Checks/EFT payments issued		All
<b>2. Processed not yet paid:</b> L&I \$1184.85, PFML \$158.81, Employment Security \$36.10, PSE 248.59 and VGMPD petty cash reimbursement \$2,203.81, Swift Plumbing \$213.92, Peninsula Environmental \$4000		5 min
<b>B. Approval at June meeting:</b> Any received post 7/14:		
<b>C. Financial Statements – June 2023</b>		Bobbie
<b>D. Approving this month's payroll</b>		
<b>Unfinished Business</b>		
Master planning – grounds maintenance update/biologist's report: Update		Jason, All
Updated proposal from District resident Joel Schwarcz		Joel Schwarcz, Bobbie, Jason
Report from MPD-VGF Task Team – updates only		Beth, Jet, Bob, or Bobbie
Building manager/program coordinator report: Any questions?		Marcy
Update on Severe Weather Shelter agreement;		Bobbie
<b>New Business</b>		
Splash pad feasibility report		Walt
Admin Assistant pay discussion		Bobbie, Marcy
Bark estimate		Jason
Grant opportunity		Bobbie
Discussion about affordable housing project		All
<b>Adjourn</b>		All

**Supplier payments:**

**Checks & EFT Payments 7/6/23; Total: \$7,295.11**

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 Lactation Birth and Babies PLLC	Lactation #1	Kitsap Lactation Birth and Babies PLLC	Net 30	SINV-2023-75272	07/03/2023		08/02/2023	0.00	0.00	420.00
Northwest Construction & Landscape, LLC	21980	Northwest Construction & Landscape, LLC	Net 30	SINV-2023-75275	07/03/2023		08/02/2023	0.00	0.00	1,736.28
Northwest Construction & Landscape, LLC	21920	Northwest Construction & Landscape, LLC	Net 30	SINV-2023-75276	07/03/2023		08/02/2023	0.00	0.00	461.37
Waste Management of WA	6600800-0029-3	Waste Management of WA - Remit-To: Wm Corporate Services Inc -Wm Of Wa Inc	Net 30	SINV-2023-75278	07/03/2023		08/02/2023	0.00	0.00	338.63
Kitsap Public Utility District	KPUD June 2023 Main	Kitsap Public Utility District - Remit-To: PO Box 2910	Net 30	SINV-2023-75281	07/03/2023		08/02/2023	0.00	0.00	333.32
Kitsap Public Utility District	KPUD June 2023 W Kingston	Kitsap Public Utility District - Remit-To: PO Box 2910	Net 30	SINV-2023-75282	07/03/2023		08/02/2023	0.00	0.00	2,155.14
Kitsap Public Utility District	KPUD June 2023 Dulay Irrig	Kitsap Public Utility District - Remit-To: PO Box 2910	Net 30	SINV-2023-75283	07/03/2023		08/02/2023	0.00	0.00	385.80
Superior Linen Service	Superior Linen June 2023	Superior Linen Service	Net 30	SINV-2023-75438	07/03/2023		08/02/2023	0.00	0.00	627.94
Dtmicro, Inc.	6902	Dtmicro, Inc.	Net 30	SINV-2023-75440	07/03/2023		08/02/2023	0.00	0.00	200.00
Ecolab Inc	6339076264	Ecolab Inc	Net 30	SINV-2023-75443	07/03/2023		08/02/2023	0.00	0.00	533.72
GoTo Technologies USA, Inc.	IN71020988800	GoTo Technologies USA, Inc.	Immediate	SINV-2023-75530	07/05/2023		07/05/2023	0.00	0.00	102.91

**Checks & EFT Payments 7/13/23; Total: \$1,537.80**

Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay
Business Solutions Bookkeeping LLC	18.1039	Business Solutions Bookkeeping LLC - Remit-To: 25966 Eagle Ct NW	Net 30	SINV-2023-75649	07/06/2023		08/05/2023	0.00	0.00	367.50
Kitsap County	Public Works June 2023	Kitsap County - Remit-To: KC Public Works Sewer Payments	Net 30	SINV-2023-76402	07/11/2023		08/10/2023	0.00	0.00	92.24
CenturyLink	CenturyLink June 2023	CenturyLink - Remit-To: Po Box 4300	Net 30	SINV-2023-76403	07/11/2023		08/10/2023	0.00	0.00	150.46
Stanley Steemer Carpet Cleaner	67622	Stanley Steemer Carpet Cleaner	Net 30	SINV-2023-76404	07/11/2023		08/10/2023	0.00	0.00	927.60

**Village Green Metropolitan Park District**

**Check Detail**

June 15 - July 13, 2023

Date	Transaction Type	Num	Name	Memo/Description	Amount	Reimbursable Amount
06/17/2023	Check	1505	Fun Fitness LLC		-95.00	0
				Barre punch pass	-90.00	
				Barre punch pass - Godwin	-5.00	
06/17/2023	Check	1506	Jenny Eccles		-50.00	-50.00
				6/11 Pavilion	-50.00	
06/17/2023	Check	1507	Tracy Johnson		-100.00	-100.00
				Grad Night refund - \$50 for door damage	-100.00	
06/17/2023	Check	1508	Lynda Homan		-50.00	-50.00
				6/10 Summit Lounge (Flossie party)	-50.00	
06/17/2023	Check	1509	Tamsin Lugo		-150.00	-150.00
				6/9 community Room	-150.00	
06/17/2023	Check	1510	Michelle Llonas		-150.00	-150.00
				5/9 Blue Heron	-150.00	
06/21/2023	Check	BVCCHR G		Service Charge	-44.20	-44.20
					44.20	
06/30/2023	Check	1511	Amy Harvey		-100.00	-100.00
				Credit card payment 6/19	-100.00	
06/30/2023	Check	1512	Dave Wetter		-127.75	-127.75
				Battery for Kubota	127.75	
06/30/2023	Check	1513	Gabrina Errecaide		-150.00	0.00
				Replace check #1434 from 12/16/22	-150.00	
06/30/2023	Check	1514	Fun Fitness LLC		-190.00	0
				Barre punch pass K Godwin and C Lamantea by CC	-190.00	
06/30/2023	Check	1515	Jessica Weathersby		-50.00	-50.00
				Picnic pavilion 6/24/2023	-50.00	
06/30/2023	Check	1517	Shayna Brenton		-150.00	-150.00
				Windermere/BH 6/17 birthday	-150.00	
06/30/2023	Check	1516	Richard Hurtado		-50.00	-50.00
				Picnic pavilion 6/9/2023	-50.00	
06/30/2023	Check	1518	Reina Morrow		-50.00	-50.00
				Picnic pavilion 6/17/2023	-50.00	
07/07/2023	Check	1519	Maxine Healy		-300.00	0
				replacement of 2 checks which were not cashed #1065 and #1152	-300.00	
07/07/2023	Check	1520	Fun Fitness LLC		-190.00	0
				Satre and Motter Barre passes	-190.00	
07/07/2023	Check	1521	Loolwa Khazoom		-39.00	39.00

**Village Green Metropolitan Park District**  
**Check Detail**  
**June 15 - July 13, 2023**

Date	Transaction Type	Num	Name	Memo/Description	Amount	Reimbursable Amount
				6/28 class	-39.20	
07/07/2023	Check	1522	Elien Hazelton-Neth		-50.00	-50.00
				6/28 Pavilion	-50.00	
07/07/2023	Check	1523	Annie Perry		-50.00	-50.00
				7/1 Pavilion	-50.00	
07/07/2023	Check	1524	Berta Birrueta		-50.00	-50.00
				7/2 pavillon	-50.00	
07/07/2023	Check	1525	Washington State Patrol		-11.00	-11.00
				Victoria Ryan Background Check	11.00	
07/07/2023	Check	1526	Dave Wetter		-160.36	-160.36
				New fuel tanks and paint to mark them	160.36	
07/07/2023	Check	1527	Mike Reed		-234.78	-234.78
				Park faucet repair supplies	234.78	
07/07/2023	Check	1528	Dr Jill Paisley		-29.00	-29.00
				Svenson fee	-29.00	
07/08/2023	Check	1529	KHS Athletic Boosters		-200.00	0
				replacement for checks #1004 and #1200	-200.00	
07/12/2023	Check	1530	Dr Jill Paisley		-87.00	-87.00
				Broholm x2	-58.00	
				O'Shea	-29.00	
07/12/2023	Check	1531	Village Green Foundation		-20.00	0
				Jones DIF punchpass	-20.00	
07/12/2023	Check	Online	Cardmember service	Credit card payment	-420.52	-420.52
				Volunteer meeting 6/15/2023	23.46	
				Trash cans for weights shipping	25.03	
				eco friendly stir sticks	9.82	
				Postage stamps	63.00	
				Replace shower dispenser	32.75	
				Desktop organizer	14.19	
				Hanging file frame and packing tape	36.56	
				Chamber lunch July 6 2023	20.00	
				Email services	78.49	
				Volunteer mtg May 2023	32.41	
				Two credits	-34.38	
				Microsoft purchase 6/12/23	109.19	
				Chamber lunch June 2023	20.00	
						(2,203.81)

