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|---|--------------------|--|------------------|
| VILLAGE GREEN METROPOLITAN PARK DISTRICT: AGENDA | | 05/20/2025 | |
| | | 6:30 PM | |
| | | Village Green Community Center, 26159 Dulay Rd NE, Kingston | |
| Facilitator: | Pat Pearson, Chair | Minutes: Tracy Harris | |
| Call to Order | | Presenter | Est. time |
| Roll Call | | | |
| Approve agenda | | | |
| Approve prior meeting minutes | | | |
| A. Consent approval - See page 2 1. Supplier batches already processed: Apr 17, May 8, May 15 Checks/EFT payments issued 2. Processed not yet paid: State Auditor's Office \$834.60, Collins Tek \$513.24, Fun Fitness \$334.40, Linda Slothaug \$217, Petty Cash \$1236.13 B. Financial Statements – April 2025 C. Approving April 2025 payroll: \$13,453.04 | | | |
| Public Comment | | All | Up to 3 min |
| Unfinished Business | | | |
| Report from MPD-VGF Subcommittee | | Bobbie/Marcy | 10 min |
| Building manager report | | Marcy | 10 min |
| Boys & Girls Club MOU with MPD (update) | | All | 3 min |
| Forest/trails revitalization update (landscape architect) | | David | 10 min |
| Pavilion update | | Marcy | 3 min |
| Security access control system update | | Marcy | 3 min |
| New Business | | | |
| Proposal for new employee | | Marcy | 10 min |
| | | | |
| Public Comment | | All | Up to 3 min |
| Good of the Order | | Any | |
| Adjourn | | All | |

Supplier payments:

Checks & EFT Payments 4/17/25; Total: \$7,909.60

| Supplier | Supplier's Invoice Number | Payee | Payment Terms | Document Number | Invoice Date | Discount Date | Due Date | Discount Taken | Withheld Tax Amount | Amount to Pay |
|--|-------------------------------------|--|---------------|-----------------|--------------|---------------|------------|----------------|---------------------|---------------|
| Village Green Metropolitan Park District | VGMPD Petty Cash Mar 13-Apr 9, 2025 | Village Green Metropolitan Park District - Remit-To: 26159 Dulay Road Ne Kingston Wa | Net 30 | SINV-2025-12010 | 04/14/2025 | | 05/14/2025 | 0.00 | 0.00 | 834.94 |
| Kitsap County | Public Works Stormwater 2024 | Kitsap County - Remit-To: KC Public Works Sewer Payments | Net 30 | SINV-2025-12012 | 04/14/2025 | | 05/14/2025 | 0.00 | 0.00 | 1,224.00 |
| Puget Sound Energy | VG PSE main Mar 2025 | Puget Sound Energy | Net 30 | SINV-2025-12376 | 04/15/2025 | | 05/15/2025 | 0.00 | 0.00 | 940.90 |
| NWAP, Inc | 11599 | NWAP, Inc | Net 30 | SINV-2025-12377 | 04/15/2025 | | 05/15/2025 | 0.00 | 0.00 | 2,031.12 |
| Puget Sound Energy | VG PSE pumphouse Mar 2025 | Puget Sound Energy | Net 30 | SINV-2025-12378 | 04/15/2025 | | 05/15/2025 | 0.00 | 0.00 | 21.56 |
| WA State Dept of Labor & Industries | VGMPD Q1 2025 L&I | WA State Dept of Labor & Industries - Remit-To: Po Box 24106 | Net 30 | SINV-2025-12458 | 04/16/2025 | | 05/16/2025 | 0.00 | 0.00 | 1,540.58 |
| WA State Employment Security | VGMPD Q1 2025 Unemployment | WA State Employment Security - Remit-To: UI Tax / Payment Coupons PO Box 84267 | Net 30 | SINV-2025-12459 | 04/16/2025 | | 05/16/2025 | 0.00 | 0.00 | 102.18 |
| WA State Employment Security | VGMPD Q1 2025 PFML | WA State Employment Security - Remit-To: PO Box 84249 Paid Family & Medical | Net 30 | SINV-2025-12460 | 04/16/2025 | | 05/16/2025 | 0.00 | 0.00 | 249.02 |
| WA State Employment Security | VGMPD Q1 2025 WA Cares Fund | WA State Employment Security - Remit-To: WA Cares Fund PO Box 3537 | Net 30 | SINV-2025-12461 | 04/16/2025 | | 05/16/2025 | 0.00 | 0.00 | 219.50 |
| Linda M Slothaug | 104 | Linda M Slothaug | Immediate | SINV-2025-12462 | 04/16/2025 | | 04/16/2025 | 0.00 | 0.00 | 357.00 |
| Fun Fitness LLC | 206 | Fun Fitness LLC | Immediate | SINV-2025-12463 | 04/16/2025 | | 04/16/2025 | 0.00 | 0.00 | 356.80 |
| Laura Tetric | 121 | Laura Tetric | Immediate | SINV-2025-12464 | 04/16/2025 | | 04/16/2025 | 0.00 | 0.00 | 32.00 |

Checks & EFT Payments 5/8/25; Total: \$22,105.43

| Supplier | Supplier's Invoice Number | Payee | Payment Terms | Document Number | Invoice Date | Discount Date | Due Date | Discount Taken | Withheld Tax Amount | Amount to Pay |
|---|---------------------------|--|---------------|-----------------|--------------|---------------|------------|----------------|---------------------|---------------|
| Waste Management of WA | 7085481-0029-4 | Waste Management of WA - Remit-To: WA Corporate Services Inc PO Box 7400 | Net 30 | SINV-2025-14485 | 05/05/2025 | | 06/04/2025 | 0.00 | 0.00 | 284.60 |
| Kingston Cleaning LLC | 1173 | Kingston Cleaning LLC | Immediate | SINV-2025-14487 | 05/05/2025 | | 05/05/2025 | 0.00 | 0.00 | 700.00 |
| Judge Plumbing Co | 41825284 | Judge Plumbing Co | Immediate | SINV-2025-14490 | 05/05/2025 | | 05/05/2025 | 0.00 | 0.00 | 3,183.20 |
| Air Management Solutions, LLC | 1149123 | Air Management Solutions, LLC | Net 30 | SINV-2025-14494 | 05/05/2025 | | 06/04/2025 | 0.00 | 0.00 | 1,907.54 |
| Air Management Solutions, LLC | 114911 | Air Management Solutions, LLC | Net 30 | SINV-2025-14495 | 05/05/2025 | | 06/04/2025 | 0.00 | 0.00 | 327.60 |
| Blue Sky Printing | N22654 | Blue Sky Printing | Net 30 | SINV-2025-14498 | 05/05/2025 | | 06/04/2025 | 0.00 | 0.00 | 1,206.30 |
| Brian K Urbain | 300 | Brian K Urbain | Immediate | SINV-2025-14499 | 05/05/2025 | | 05/05/2025 | 0.00 | 0.00 | 480.00 |
| Sprinx Fire Protection | 23728 | Sprinx Fire Protection | Net 30 | SINV-2025-14500 | 05/05/2025 | | 06/04/2025 | 0.00 | 0.00 | 295.00 |
| Collins Tek LLC | 412 | Collins Tek LLC | Immediate | SINV-2025-14503 | 05/05/2025 | | 05/05/2025 | 0.00 | 0.00 | 152.88 |
| Superior Linen Service | Sup Linen April 2025 | Superior Linen Service | Net 30 | SINV-2025-14505 | 05/05/2025 | | 06/04/2025 | 0.00 | 0.00 | 503.11 |
| Air Management Solutions, LLC | 1149279 | Air Management Solutions, LLC | Net 30 | SINV-2025-14506 | 05/05/2025 | | 06/04/2025 | 0.00 | 0.00 | 824.47 |
| Air Management Solutions, LLC | 1149322 | Air Management Solutions, LLC | Net 30 | SINV-2025-14507 | 05/05/2025 | | 06/04/2025 | 0.00 | 0.00 | 997.25 |
| Air Management Solutions, LLC | 1147672 | Air Management Solutions, LLC | Net 30 | SINV-2025-14509 | 05/05/2025 | | 06/04/2025 | 0.00 | 0.00 | 145.30 |
| Northwest Construction & Landscape, LLC | 23876 | Northwest Construction & Landscape, LLC | Net 30 | SINV-2025-14510 | 05/05/2025 | | 06/04/2025 | 0.00 | 0.00 | 1,736.28 |
| Washington State Patrol | I2506299 | Washington State Patrol | Net 30 | SINV-2025-14512 | 05/05/2025 | | 06/04/2025 | 0.00 | 0.00 | 11.00 |
| Frog Rock Media LLC | 1567 | Frog Rock Media LLC | Immediate | SINV-2025-14514 | 05/05/2025 | | 05/05/2025 | 0.00 | 0.00 | 585.00 |
| Dtmicro, Inc. | 8028 | Dtmicro, Inc. | Net 30 | SINV-2025-14515 | 05/05/2025 | | 06/04/2025 | 0.00 | 0.00 | 200.00 |
| Kitsap Tech Support | 2318 | Kitsap Tech Support | Immediate | SINV-2025-14517 | 05/05/2025 | | 05/05/2025 | 0.00 | 0.00 | 60.00 |
| Business Solutions Bookkeeping LLC | 18.1464 | Business Solutions Bookkeeping LLC - Remit-To: 2491 N Mount Juliet | Net 30 | SINV-2025-14520 | 05/05/2025 | | 06/04/2025 | 0.00 | 0.00 | 367.50 |
| Suzanne Hermanson | 109 | Suzanne Hermanson | Immediate | SINV-2025-14659 | 05/05/2025 | | 05/05/2025 | 0.00 | 0.00 | 290.00 |
| Jennifer Anne Sletten | 115 | Jennifer Anne Sletten | Immediate | SINV-2025-14660 | 05/05/2025 | | 05/05/2025 | 0.00 | 0.00 | 96.00 |
| Fun Fitness LLC | 207 | Fun Fitness LLC | Immediate | SINV-2025-14661 | 05/05/2025 | | 05/05/2025 | 0.00 | 0.00 | 388.80 |
| Linda M Slothaug | 105 | Linda M Slothaug | Immediate | SINV-2025-14662 | 05/05/2025 | | 05/05/2025 | 0.00 | 0.00 | 161.00 |
| Kathleen Bullivant | 204 | Kathleen Bullivant | Immediate | SINV-2025-14663 | 05/05/2025 | | 05/05/2025 | 0.00 | 0.00 | 80.10 |
| Kitsap Public Utility District | 031730-000 20250216 | Kitsap Public Utility District - Remit-To: PO Box 2910 | Net 30 | SINV-2025-14664 | 05/05/2025 | | 06/04/2025 | 0.00 | 0.00 | 500.91 |
| Kitsap Public Utility District | 031731-000 20250216 | Kitsap Public Utility District - Remit-To: PO Box 2910 | Net 30 | SINV-2025-14665 | 05/05/2025 | | 06/04/2025 | 0.00 | 0.00 | 91.69 |

| 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 | 018447-000 20250216 | Kitsap Public Utility District - Remit-To: PO Box 2910 | Net 30 | SINV-2025-14667 | 05/05/2025 | | 06/04/2025 | 0.00 | 0.00 | 431.23 |
| Ecolab Inc | 6352147486 | Ecolab Inc | Net 30 | SINV-2025-14668 | 05/05/2025 | | 06/04/2025 | 0.00 | 0.00 | 562.11 |
| Christopher Leibold | 501319 | Christopher Leibold | Immediate | SINV-2025-14669 | 05/05/2025 | | 05/05/2025 | 0.00 | 0.00 | 435.00 |
| Johnny Tsunami LLC | 83743939 | Johnny Tsunami LLC | Immediate | SINV-2025-14723 | 05/06/2025 | | 05/06/2025 | 0.00 | 0.00 | 3,593.36 |
| Kitsap County | Public Works April 2025 | Kitsap County - Remit-To: KC Public Works Sewer Payments | Net 30 | SINV-2025-14724 | 05/06/2025 | | 06/05/2025 | 0.00 | 0.00 | 104.25 |
| Village Green Metropolitan Park District | VGMPD Credit Card Reimb April 2025 | Village Green Metropolitan Park District - Remit-To: 26159 Dulay Road Ne Kingston Wa | Net 30 | SINV-2025-14803 | 05/06/2025 | | 06/05/2025 | 0.00 | 0.00 | 1,403.95 |

Checks & EFT Payments 5/15/25; Total: \$4646.45

| Supplier | Supplier's Invoice Number | Payee | Payment Terms | Document Number | Invoice Date | Discount Date | Due Date | Discount Taken | Withheld Tax Amount | Amount to Pay |
|------------------------------|---------------------------|--|---------------|-----------------|--------------|---------------|------------|----------------|---------------------|---------------|
| Network PC Engineering, Inc. | 250425 | Network PC Engineering, Inc. | Immediate | SINV-2025-15314 | 05/12/2025 | | 05/12/2025 | 0.00 | 0.00 | 905.27 |
| Red Sage Crafts LLC | 2025-0426 | Red Sage Crafts LLC | Immediate | SINV-2025-15315 | 05/12/2025 | | 05/12/2025 | 0.00 | 0.00 | 722.00 |
| 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 | 7096583-0029-4 | Waste Management of WA - Remit-To: Wm Corporate Services Inc -Wm Of Wa Inc | Net 30 | SINV-2025-15318 | 05/12/2025 | | 06/11/2025 | 0.00 | 0.00 | 490.64 |
| Bargreen Ellingson | 11908373 | Bargreen Ellingson | Immediate | SINV-2025-15321 | 05/12/2025 | | 05/12/2025 | 0.00 | 0.00 | 90.64 |
| Propane Northwest | 1517561190 | Propane Northwest | Immediate | SINV-2025-15322 | 05/12/2025 | | 05/12/2025 | 0.00 | 0.00 | 1,381.96 |
| Mountain View Plumbing | 3854 | Mountain View Plumbing | Immediate | SINV-2025-15324 | 05/12/2025 | | 05/12/2025 | 0.00 | 0.00 | 417.14 |
| Blue Sky Printing | N22863 | Blue Sky Printing | Net 30 | SINV-2025-15325 | 05/12/2025 | | 06/11/2025 | 0.00 | 0.00 | 167.40 |
| Puget Sound Energy | PSE main April 2025 | Puget Sound Energy | Net 30 | SINV-2025-15871 | 05/14/2025 | | 06/13/2025 | 0.00 | 0.00 | 450.11 |
| Puget Sound Energy | PSE pumphouse April 2025 | Puget Sound Energy | Net 30 | SINV-2025-15872 | 05/14/2025 | | 06/13/2025 | 0.00 | 0.00 | 21.29 |