

<b>VILLAGE GREEN METROPOLITAN PARK DISTRICT: AGENDA</b>		<b>07/15/2025</b>	
		<b>6:30 PM</b>	
		<b>Village Green Community Center, 26159 Dulay Rd NE, Kingston</b>	
<b>Facilitator:</b>	Pat Pearson, Chair	<b>Minutes:</b> Tracy Harris	
<b>Call to Order</b>		<b>Presenter</b>	<b>Est. time</b>
<b>Roll Call</b>			
<b>Approve agenda</b>			
<b>Approve prior meeting minutes</b>			
<b>A. Consent approval - See page 2</b> <b>1. Supplier batches already processed:</b> June 26, July 3, July 10 Checks/EFT payments issued <b>2. Processed not yet paid:</b> Skyline \$22815.90, Peninsula Fire \$343.87, EEL Construction \$7292.91, Bargreen Ellingson \$86, Ecolab \$694.82, Petty Cash \$1559.57, PSE \$??? <b>B. Financial Statements – June 2025</b> <b>C. Approving June 2025 payroll:</b> \$12,423.64			
<b>Public Comment</b>		All	Up to 3 min
<b>Unfinished Business</b>			
Building manager report		Marcy	10 min
Boys & Girls Club MOU with MPD (update)		All	3 min
Forest/trails revitalization update		David	10 min
Pavilion update		Marcy	3 min
Security access control system update		Marcy	3 min
Lawnmower Discussion?		Jason	3 min
<b>New Business</b>			
Employee pay raises (as previously discussed)		Marcy	3 min
Public Records Act resolution discussion		All	5 min
<b>Public Comment</b>		All	Up to 3 min
<b>Good of the Order</b>		Any	
<b>Adjourn</b>		All	

## Supplier payments:

### Checks & EFT Payments 6/26/25; Total: \$2,972.45

Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay
Bargreen Ellingson	11934153	Bargreen Ellingson	Immediate	SINV-2025-19258	06/13/2025		06/13/2025	0.00	0.00	95.00
Puget Sound Energy	VG PSE (main) May 2025	Puget Sound Energy	Net 30	SINV-2025-19259	06/13/2025		07/13/2025	0.00	0.00	523.55
Puget Sound Energy	VG PSE (pumphouse) May 2025	Puget Sound Energy	Net 30	SINV-2025-19261	06/13/2025		07/13/2025	0.00	0.00	23.78
Linda M Slothaug	108	Linda M Slothaug	Immediate	SINV-2025-19262	06/13/2025		06/13/2025	0.00	0.00	210.00
Fun Fitness LLC	210	Fun Fitness LLC	Immediate	SINV-2025-19263	06/13/2025		06/13/2025	0.00	0.00	268.80
Village Green Metropolitan Park District	VGMPD Petty Cash Apr 16-Jun 13, 2025	Village Green Metropolitan Park District - Remit-To: 26159 Dulay Road Ne Kingston Wa	Net 30	SINV-2025-19403	06/26/2025		07/26/2025	0.00	0.00	820.68
Matthew Sciacca	VGAP musician for 7.2.25	Matthew Sciacca	Immediate	SINV-2025-19827	06/20/2025		06/20/2025	0.00	0.00	725.00
Bargreen Ellingson	11963309	Bargreen Ellingson	Immediate	SINV-2025-19841	06/20/2025		06/20/2025	0.00	0.00	185.64
Brian K Urbain	201	Brian K Urbain	Immediate	SINV-2025-20133	06/23/2025		06/23/2025	0.00	0.00	120.00

## Checks & EFT Payments 7/3/25; Total: \$11,443.22

Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay
Commercial Entry Systems, Inc.	9495	Commercial Entry Systems, Inc.	Immediate	SINV-2025-21135	07/01/2025		07/01/2025	0.00	0.00	3,747.74
Kitsap Tech Support	2369	Kitsap Tech Support	Immediate	SINV-2025-21137	07/01/2025		07/01/2025	0.00	0.00	60.00
Blue Sky Printing	N23489	Blue Sky Printing	Net 30	SINV-2025-21141	07/01/2025		07/31/2025	0.00	0.00	1,206.30
Fun Fitness LLC	115	Fun Fitness LLC	Immediate	SINV-2025-21144	07/01/2025		07/01/2025	0.00	0.00	43.20
Laura Tetric	122	Laura Tetric	Immediate	SINV-2025-21145	07/01/2025		07/01/2025	0.00	0.00	91.20
Linda M Slothaug	109	Linda M Slothaug	Immediate	SINV-2025-21148	07/01/2025		07/01/2025	0.00	0.00	231.00
Jennifer Anne Sletten	117	Jennifer Anne Sletten	Immediate	SINV-2025-21151	07/01/2025		07/01/2025	0.00	0.00	84.00
Suzanne Hermanson	111	Suzanne Hermanson	Immediate	SINV-2025-21153	07/01/2025		07/01/2025	0.00	0.00	270.00
Red Sage Crafts LLC	203-062125	Red Sage Crafts LLC	Immediate	SINV-2025-21156	07/01/2025		07/01/2025	0.00	0.00	240.00
Superior Linen Service	Superior Linen June 2025	Superior Linen Service	Net 30	SINV-2025-21157	07/01/2025		07/31/2025	0.00	0.00	535.66
Kitsap Public Utility District	031730-000 20250416	Kitsap Public Utility District - Remit-To: PO Box 2910	Net 30	SINV-2025-21159	07/01/2025		07/31/2025	0.00	0.00	492.82
Kitsap Public Utility District	031731-000 20250416	Kitsap Public Utility District - Remit-To: PO Box 2910	Net 30	SINV-2025-21160	07/01/2025		07/31/2025	0.00	0.00	1,397.41
Kitsap Public Utility District	018447-000 20250416	Kitsap Public Utility District - Remit-To: PO Box 2910	Net 30	SINV-2025-21162	07/01/2025		07/31/2025	0.00	0.00	2,568.83
Waste Management of WA	7140630-0029-9	Waste Management of WA - Remit-To: Wm Corporate Services Inc - Wm Of Wa Inc	Net 30	SINV-2025-21163	07/01/2025		07/31/2025	0.00	0.00	475.06

## Checks & EFT Payments 7/10/25; Total: \$8,716.16

Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay
Northwest Construction & Landscape, LLC	24058	Northwest Construction & Landscape, LLC	Net 30	SINV-2025-21657	07/07/2025		08/06/2025	0.00	0.00	1,736.28
Air Management Solutions, LLC	178970	Air Management Solutions, LLC	Net 30	SINV-2025-21659	07/07/2025		08/06/2025	0.00	0.00	1,747.42
Christopher Leibold	501322	Christopher Leibold	Immediate	SINV-2025-21660	07/07/2025		07/07/2025	0.00	0.00	517.00
Kitsap Law Group	25565	Kitsap Law Group - Remit-To: Kitsap Law Group	Net 30	SINV-2025-21661	07/07/2025		08/06/2025	0.00	0.00	397.50
Fischer Bouma Partnership	2025-081	Fischer Bouma Partnership	Net 30	SINV-2025-21663	07/07/2025		08/06/2025	0.00	0.00	1,202.50
Business Solutions Bookkeeping LLC	18.1524	Business Solutions Bookkeeping LLC - Remit-To: 25966 Eagle Ct NW	Net 30	SINV-2025-21664	07/07/2025		08/06/2025	0.00	0.00	367.50
Peninsula Electric Corp	20543	Peninsula Electric Corp	Net 30	SINV-2025-21665	07/07/2025		08/06/2025	0.00	0.00	912.53
Dtmicro, Inc.	8124	Dtmicro, Inc.	Net 30	SINV-2025-21667	07/07/2025		08/06/2025	0.00	0.00	200.00
Kitsap County	Public Works June 2025	Kitsap County - Remit-To: KC Public Works Sewer Payments	Net 30	SINV-2025-21670	07/07/2025		08/06/2025	0.00	0.00	104.25
Village Green Metropolitan Park District	VGMPD Credit Card reimb June 2025	Village Green Metropolitan Park District - Remit-To: 26159 Dulay Road Ne Kingston Wa	Net 30	SINV-2025-21678	07/07/2025		08/06/2025	0.00	0.00	1,531.18

## Petty Cash June 14 – July 7, 2025

Village Green Metropolitan Park District							
Check Detail							
June 14 - July 7, 2025							
Date	Transaction Type	Num	Name	Memo/Description	Cir	Amount	Reimbursement request
06/20/2025	Check	2222	Simon Davignon	Dishwashing		-70.00	-70.00
						70.00	
06/20/2025	Check	2223	Tracy Harris	Meals 6/17		-78.09	-78.09
						78.09	
06/30/2025	Check	SVCCH RG	Key Bank		R	-23.65	-23.65
						23.65	
07/03/2025	Check	2224	Betsy Cooper			-77.22	-77.22
				reimburse power cord for Music at the Green		-77.22	
07/03/2025	Check	2225	Rhonda Stewart			-550.00	-550.00
				Mark Lewis Quartet		-550.00	
07/03/2025	Check	2226	David Kosins			-120.00	-120.00
				The Jump Monkeys		-120.00	
07/03/2025	Check	2227	Guy Quintino			-120.00	-120.00
				The Jump Monkeys		-120.00	
07/03/2025	Check	2228	Bill Davis			-120.00	-120.00
				The Jump Monkeys		-120.00	
07/03/2025	Check	2229	Orville Johnson			-240.00	-240.00
				The Jump Monkeys		-240.00	
07/03/2025	Check	2230	Alan Simcoe			-100.00	-100.00
				The Jump Monkeys		-100.00	
07/03/2025	Check	2231	Maura Shirey			-50.00	-50.00
				Reservation canceled		-50.00	
07/03/2025	Check	2232	Washington Department of Fish and Wildlife			-62.00	-62.00
				canceled 1 week prior, charged \$42 cancellation fee		-62.00	
07/07/2025	Check	ACH	Key Bank Credit card			-1,531.18	N/A Reimbursement 7/9/25
				Coffee creamer		34.90	
				Stagedrop - Step for second side of stage		328.63	
				Moff - Wild West - Renew email for one year		78.49	
				Go to billing one month		103.82	
				Windows 365 subscription		141.95	
				Pest control subscription - one month		55.69	
				Staff lunch - Puerto Vallarta		82.94	
				BMI - one year		446.00	
				Senior lunch - flowers, ziploc bags for fob distribution			
				Safeway		36.53	
				Volunteer meeting - food - Safeway		26.03	
				Creamer; squeegee		41.20	
				Chamber lunch		25.00	
				WA LCB for Volunteer appreciation event - banquet permit		10.00	
				L&L monthly rental		120.00	
				<b>Cash to be reimbursed</b>			<b>-\$1,610.96</b>
				Less checks reimbursed twice in May, June - 2216, 2217		51.37	
				<b>Reimbursement request should be</b>			<b>-\$1,559.59</b>
				<b>Balance Key Bank Petty Cash 7/3/25</b>			<b>\$2,440.43</b>
				<b>Imprest balance</b>			<b>\$4,000.00</b>
				<b>Difference - Cash reimbursement request here</b>			<b>\$1,559.57</b>
							<b>-\$0.02</b>
Thursday July 10 20205							