

<b>VILLAGE GREEN METROPOLITAN PARK DISTRICT: AGENDA</b>			<b>08/19/2025</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> Jul 17, July 24, Aug 7, Aug 14 Checks/EFT payments issued <b>2. Processed not yet paid:</b> PSE \$823.80 <b>B. Financial Statements – July 2025</b> <b>C. Approving July 2025 payroll:</b> \$14,850.76				
<b>Public Comment</b>			All	Up to 3 min
<b>Unfinished Business</b>				
Building manager report			Marcy	10 min
VGF-MPD Subcommittee Meeting update			Marcy/Bobbie/David	3 min
Boys & Girls Club MOU with MPD (update)			All	3 min
Forest/trails revitalization update			David	10 min
Lawnmower Discussion?			Jason	3 min
Public Records Act resolution discussion			All	3 min
<b>New Business</b>				
2026 budget input			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 7/17/25; Total: \$31,233.50

Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay
Skyline Communications Inc.	8412	Skyline Communications Inc.	Immediate	SINV-2025-22119	07/17/2025		07/17/2025	0.00	0.00	22,815.90
Peninsula Fire Inc	76460	Peninsula Fire Inc	Net 30	SINV-2025-22120	07/17/2025		08/16/2025	0.00	0.00	343.87
EEL Construction Inc	356 VG	EEL Construction Inc	Immediate	SINV-2025-22121	07/17/2025		07/17/2025	0.00	0.00	7,292.91
Bargreen Ellingson	11991428	Bargreen Ellingson	Immediate	SINV-2025-22265	07/10/2025		07/10/2025	0.00	0.00	86.00
Ecolab Inc	6353413469	Ecolab Inc	Net 30	SINV-2025-22266	07/10/2025		08/09/2025	0.00	0.00	694.82

### Checks & EFT Payments 7/24/25; Total: \$4,598.52

Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay
Puget Sound Energy	PSE comm ctr June 2025	Puget Sound Energy	Net 30	SINV-2025-23314	07/17/2025		08/16/2025	0.00	0.00	456.97
Puget Sound Energy	PSE pumphouse June 2025	Puget Sound Energy	Net 30	SINV-2025-23315	07/17/2025		08/16/2025	0.00	0.00	54.88
WA State Dept of Labor & Industries	VG Q2 2025 L and I	WA State Dept of Labor & Industries - Remit-To: Industrial Insurance Po Box 34022	Net 30	SINV-2025-23424	07/18/2025		08/17/2025	0.00	0.00	1,561.73
WA State Employment Security	VG Q2 2025 Unemployment	WA State Employment Security - Remit-To: UI Tax / Payment Coupons PO Box 84267	Net 30	SINV-2025-23426	07/18/2025		08/17/2025	0.00	0.00	105.16
WA State Employment Security	VG Q2 2025 PFML	WA State Employment Security - Remit-To: PO Box 84249 Paid Family & Medical	Net 30	SINV-2025-23427	07/18/2025		08/17/2025	0.00	0.00	256.27
WA State Employment Security	VG Q2 2025 WA Cares Fund	WA State Employment Security - Remit-To: WA Cares Fund PO Box 3537	Net 30	SINV-2025-23428	07/18/2025		08/17/2025	0.00	0.00	225.90
Bargreen Ellingson	12000646	Bargreen Ellingson	Immediate	SINV-2025-23429	07/18/2025		07/18/2025	0.00	0.00	185.64
Linda M Slothaug	110	Linda M Slothaug	Immediate	SINV-2025-23430	07/18/2025		07/18/2025	0.00	0.00	42.00
Laura Tetrick	123	Laura Tetrick	Immediate	SINV-2025-23431	07/18/2025		07/18/2025	0.00	0.00	150.40

## Checks & EFT Payments 8/7/25; Total: \$11,517.32

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	7151108-0029-2	Waste Management of WA - Remit-To: WA Corporate Services Inc PO Box 7400	Net 30	SINV-2025-25138	08/04/2025		09/03/2025	0.00	0.00	309.97
Sprinx Fire Protection	23894	Sprinx Fire Protection	Net 30	SINV-2025-25140	08/04/2025		09/03/2025	0.00	0.00	589.68
LONG Building Technologies, Inc.	SRVCE0016352	LONG Building Technologies, Inc.	Immediate	SINV-2025-25149	08/04/2025		08/04/2025	0.00	0.00	4,106.47
Blue Sky Printing	N23904	Blue Sky Printing	Net 30	SINV-2025-25153	08/04/2025		09/03/2025	0.00	0.00	1,206.30
Kitsap Tech Support	2394	Kitsap Tech Support	Immediate	SINV-2025-25155	08/04/2025		08/04/2025	0.00	0.00	40.00
Red Sage Crafts LLC	301-072625	Red Sage Crafts LLC	Immediate	SINV-2025-25151	08/04/2025		08/04/2025	0.00	0.00	416.00
Fun Fitness LLC	116	Fun Fitness LLC	Immediate	SINV-2025-25165	08/04/2025		08/04/2025	0.00	0.00	129.60
Fun Fitness LLC	211	Fun Fitness LLC	Immediate	SINV-2025-25167	08/04/2025		08/04/2025	0.00	0.00	246.40
Northwest Construction & Landscape, LLC	24148	Northwest Construction & Landscape, LLC	Net 30	SINV-2025-25160	08/04/2025		09/03/2025	0.00	0.00	1,736.28
Suzanne Hermanson	112	Suzanne Hermanson	Immediate	SINV-2025-25169	08/04/2025		08/04/2025	0.00	0.00	135.00
Jennifer Anne Sletten	118	Jennifer Anne Sletten	Immediate	SINV-2025-25170	08/04/2025		08/04/2025	0.00	0.00	64.00
Linda M Slothaug	111	Linda M Slothaug	Immediate	SINV-2025-25172	08/04/2025		08/04/2025	0.00	0.00	112.00
Dtmicro, Inc.	8165	Dtmicro, Inc.	Net 30	SINV-2025-25381	08/06/2025		09/05/2025	0.00	0.00	200.00
Blue Sky Printing	N23940	Blue Sky Printing	Net 30	SINV-2025-25385	08/06/2025		09/05/2025	0.00	0.00	183.23
Frog Rock Media LLC	1568	Frog Rock Media LLC	Immediate	SINV-2025-25387	08/06/2025		08/06/2025	0.00	0.00	585.00
Superior Linen Service	Sup Linen July 2025	Superior Linen Service	Net 30	SINV-2025-25389	08/06/2025		09/05/2025	0.00	0.00	713.89
Christopher Leibold	501323	Christopher Leibold	Immediate	SINV-2025-25391	08/06/2025		08/06/2025	0.00	0.00	376.00
Business Solutions Bookkeeping LLC	18.1542	Business Solutions Bookkeeping LLC - Remit-To: 25966 Eagle Ct NW	Net 30	SINV-2025-25383	08/06/2025		09/05/2025	0.00	0.00	367.50

## Checks & EFT Payments 8/14/25; Total: \$52,242.11

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 County	Pub Works July 2025	Kitsap County - Remit-To: KC Public Works Sewer Payments	Net 30	SINV-2025-25831	08/11/2025		09/10/2025	0.00	0.00	104.25
Village Green Metropolitan Park District	VGMPD CC reimbursement July 2025	Village Green Metropolitan Park District - Remit-To: 26159 Dulay Road Ne Kingston Wa	Net 30	SINV-2025-25834	08/11/2025		09/10/2025	0.00	0.00	783.51
Enduris Washington	R26-547-1	Enduris Washington	Net 30	SINV-2025-25830	08/11/2025		09/10/2025	0.00	0.00	45,107.00
Waste Management of WA	7162384-0029-6	Waste Management of WA - Remit-To: Wm Corporate Services Inc -Wm Of Wa Inc	Net 30	SINV-2025-25833	08/11/2025		09/10/2025	0.00	0.00	472.00
Puget Sound Energy	VG PSE Corrected Charges 2025	Puget Sound Energy	Net 30	SINV-2025-26027	08/12/2025		09/11/2025	0.00	0.00	535.50
Fischer Bouma Partnership	2025-110	Fischer Bouma Partnership	Net 30	SINV-2025-26028	08/12/2025		09/11/2025	0.00	0.00	2,635.00
Village Green Metropolitan Park District	VGMPD Petty Cash Jul 8 - Aug 8 2025	Village Green Metropolitan Park District - Remit-To: 26159 Dulay Road Ne Kingston Wa	Net 30	SINV-2025-26029	08/12/2025		09/11/2025	0.00	0.00	2,604.85

## Petty Cash June 14 – July 7, 2025

Village Green Metropolitan Park District						
Check Detail						
July 8 - August 8, 2025						
Date	Transaction Type	Num	Name	Memo/Description	Amount	Cash reimbursement
07/09/2025	Check	ACH	Key Bank	Bank service charge	-24.64	-24.64
					24.64	
07/10/2025	Check	2233	Tami Allen	Whozyamama	-300.00	-300.00
					-300.00	
07/10/2025	Check	2234	Priscilla Jones	Olympic Serenade	-100.00	-100.00
					-100.00	
07/11/2025	Check	2235	Margaret Brady	Olympic Serenade	-100.00	-100.00
					-100.00	
07/11/2025	Check	2236	Katherine Davie	Olympic Serenade	-100.00	-100.00
					-100.00	
07/11/2025	Check	2237	Justine Jeanotte	Olympic Serenade	-100.00	-100.00
					-100.00	
07/11/2025	Check	2238	Karen Jeyes	Artist receptions - food and beverages; WSLCB Permit fee (was reimb by WSLCB)	-217.79	-217.79
					-217.79	
08/01/2025	Check	2239	Marina Austin	refund rental	-50.00	-50.00
					-50.00	
08/01/2025	Check	2240	Tracy Harris	7/15 MPD Meeting	-120.87	-120.87
					120.87	
08/01/2025	Check	2241	Simon Davignon	7/16 Sr Lunch	-40.00	-40.00
					-40.00	
08/01/2025	Check	2242	Sam Thacker	Garden faucet parts	-13.33	-13.33
					13.33	
08/01/2025	Check	2243	Port of Kingston	INV 16101	-38.22	-38.22
					38.22	
08/01/2025	Check	2244	Mark DuFresne	Mark Dufresne Band	-500.00	-500.00
					-500.00	
08/01/2025	Check	2245	John Maxwell	John Greyhound Maxwell Trio	-300.00	-300.00
					-300.00	
08/08/2025	Check	2246	Kristen Ferguson	Bannister and Maine	-300.00	-300.00
					-300.00	
08/08/2025	Check	2247	Ben Gage	Ben Gage	-300.00	-300.00
					-300.00	
				Cash to be reimbursed		-2,604.85
				Reconcile this request:		
				Balance Key Bank Petty Cash today (8/11/2025) per QBO		1,395.15
				Imprest balance		4,000.00
				Difference		2,604.85
Monday, Aug 11, 2025 12:22:56 PM GMT-7						