

VILLAGE GREEN METROPOLITAN PARK DISTRICT: AGENDA			10/21/2025	
			6:00 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				
BUDGET HEARING for 2026			Marcy/David/Bobbie	30 min
Public Comment			All	Up to 3 min
Reconvene Regular Meeting				
Approve agenda				
Approve prior meeting minutes				
A. Consent approval - See page 2 1. Supplier batches already processed: Sep 18, Oct 2, Oct 9, Oct 16 2. Processed not yet paid: \$518.71 NWCL (lower irrigation blowout), \$1115.20 Jaymarc AV, \$785.10 Petty Cash B. Financial Statements – September 2025 C. Approving September 2025 payroll: \$12,902.69				
Public Comment			All	Up to 3 min
Unfinished Business				
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
Public Records Act resolution discussion			All	3 min
New Business				
			All	5 min
Public Comment			All	Up to 3 min
Good of the Order			Any	
Adjourn			All	

Supplier payments:

Checks & EFT Payments 9/18/25; Total: \$7,414.52

Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay
Kitsap Public Utility District	031731-000 20250616	Kitsap Public Utility District - Remit-To: PO Box 2910	Net 30	SINV-2025-30060	09/16/2025		10/16/2025	0.00	0.00	1,640.72
Kitsap Public Utility District	018447-000 20250616	Kitsap Public Utility District - Remit-To: PO Box 2910	Net 30	SINV-2025-30064	09/16/2025		10/16/2025	0.00	0.00	3,570.15
Kitsap Public Utility District	031730-000 20250616	Kitsap Public Utility District - Remit-To: PO Box 2910	Net 30	SINV-2025-30058	09/16/2025		10/16/2025	0.00	0.00	502.52
Village Green Metropolitan Park District	VGMPD Petty Cash Aug 9 - 28 2025	Village Green Metropolitan Park District - Remit-To: 26159 Dulay Road Ne Kingston Wa	Net 30	SINV-2025-30067	09/16/2025		10/16/2025	0.00	0.00	465.45
Kitsap County	VG Public Works August 2025	Kitsap County - Remit-To: KC Public Works Sewer Payments	Net 30	SINV-2025-30071	09/16/2025		10/16/2025	0.00	0.00	104.25
Bargreen Ellingson	12064789	Bargreen Ellingson	Immediate	SINV-2025-30075	09/16/2025		09/16/2025	0.00	0.00	578.21
Puget Sound Energy	VG PSE (main) Aug 2025	Puget Sound Energy	Net 30	SINV-2025-30076	09/16/2025		10/16/2025	0.00	0.00	530.64
Puget Sound Energy	VG PSE (pumphouse) Aug 2025	Puget Sound Energy	Net 30	SINV-2025-30077	09/16/2025		10/16/2025	0.00	0.00	22.58

Checks & EFT Payments 10/2/25; Total: \$5,499.86

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	12083375	Bargreen Ellingson	Immediate	SINV-2025-31643	10/01/2025		10/01/2025	0.00	0.00	115.48
Waste Management of WA	7206124-0029-4	Waste Management of WA - Remit-To: Wm Corporate Services Inc -Wm Of Wa Inc	Net 30	SINV-2025-31646	10/01/2025		10/31/2025	0.00	0.00	760.69
Fun Fitness LLC	213	Fun Fitness LLC	Immediate	SINV-2025-31649	10/01/2025		10/01/2025	0.00	0.00	316.80
Superior Linen Service	Sup Linen Sept 2025	Superior Linen Service	Net 30	SINV-2025-31644	10/01/2025		10/31/2025	0.00	0.00	361.21
Northwest Construction & Landscape, LLC	24303	Northwest Construction & Landscape, LLC	Net 30	SINV-2025-31645	10/01/2025		10/31/2025	0.00	0.00	1,736.28
Fun Fitness LLC	118	Fun Fitness LLC	Immediate	SINV-2025-31647	10/01/2025		10/01/2025	0.00	0.00	129.60
Kathleen Bullivant	205	Kathleen Bullivant	Immediate	SINV-2025-31654	10/01/2025		10/01/2025	0.00	0.00	1,395.00
Suzanne Hermanson	114	Suzanne Hermanson	Immediate	SINV-2025-31651	10/01/2025		10/01/2025	0.00	0.00	400.00
Jennifer Anne Sletten	120	Jennifer Anne Sletten	Immediate	SINV-2025-31652	10/01/2025		10/01/2025	0.00	0.00	67.00
Linda M Slothaug	114	Linda M Slothaug	Immediate	SINV-2025-31653	10/01/2025		10/01/2025	0.00	0.00	77.00
Laura Tetrick	125	Laura Tetrick	Immediate	SINV-2025-31655	10/01/2025		10/01/2025	0.00	0.00	140.80

Checks & EFT Payments 10/9/25; Total: \$10,987.12

Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay
Washington State Patrol	I2601839	Washington State Patrol	Net 30	SINV-2025-32357	10/07/2025		11/06/2025	0.00	0.00	22.00
Blue Sky Printing	N24667	Blue Sky Printing	Net 30	SINV-2025-32365	10/07/2025		11/06/2025	0.00	0.00	1,206.30
Business Solutions Bookkeeping LLC	18.1609	Business Solutions Bookkeeping LLC - Remit-To: 2491 N Mount Juliet	Net 30	SINV-2025-32367	10/07/2025		11/06/2025	0.00	0.00	367.50
Christopher Leibold	501325	Christopher Leibold	Immediate	SINV-2025-32378	10/07/2025		10/07/2025	0.00	0.00	427.00
Kitsap Law Group	26797	Kitsap Law Group - Remit-To: Kitsap Law Group	Net 30	SINV-2025-32395	10/07/2025		11/06/2025	0.00	0.00	318.00
Dtmicro, Inc.	8257	Dtmicro, Inc.	Net 30	SINV-2025-32397	10/07/2025		11/06/2025	0.00	0.00	200.00
Associated Industries of the Inland Northwest	AIIN2643	Associated Industries of the Inland Northwest	Immediate	SINV-2025-32407	10/07/2025		10/07/2025	0.00	0.00	1,296.00
Kitsap Tech Support	2446	Kitsap Tech Support	Immediate	SINV-2025-32399	10/07/2025		10/07/2025	0.00	0.00	50.00
Bird Electric Corporation	81841	Bird Electric Corporation	Net 30	SINV-2025-32402	10/07/2025		11/06/2025	0.00	0.00	752.52
Isabel Gates	135	Isabel Gates	Immediate	SINV-2025-32404	10/07/2025		10/07/2025	0.00	0.00	540.00
Fischer Bouma Partnership	2025-137	Fischer Bouma Partnership	Net 30	SINV-2025-32410	10/07/2025		11/06/2025	0.00	0.00	3,217.50
Village Green Metropolitan Park District	Credit Card Reimburse Sept 2025	Village Green Metropolitan Park District - Remit-To: 26159 Dulay Road Ne Kingston Wa	Net 30	SINV-2025-32415	10/07/2025		11/06/2025	0.00	0.00	2,486.05
Kitsap County	Public Works Sep 2025	Kitsap County - Remit-To: KC Public Works Sewer Payments	Net 30	SINV-2025-32412	10/07/2025		11/06/2025	0.00	0.00	104.25

Checks & EFT Payments 10/16/25; Total: \$3,562.83

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 main Sep 2025	Puget Sound Energy	Net 30	SINV-2025-33523	10/15/2025		11/14/2025	0.00	0.00	1,104.73
Puget Sound Energy	PSE pumphouse Sep 2025	Puget Sound Energy	Net 30	SINV-2025-33524	10/15/2025		11/14/2025	0.00	0.00	19.01
WA State Dept of Labor & Industries	VGMPD Q3 2025 L&I	WA State Dept of Labor & Industries - Remit-To: WA State Dept of Labor & Industries	Net 30	SINV-2025-33611	10/15/2025		11/14/2025	0.00	0.00	1,384.13
WA State Employment Security	VGMPD Q3 2025 unemployment	WA State Employment Security - Remit-To: UI Tax / Payment Coupons PO Box 84267	Net 30	SINV-2025-33612	10/15/2025		11/14/2025	0.00	0.00	116.63
WA State Employment Security	VGMPD Q3 2025 WA Cares	WA State Employment Security - Remit-To: WA Cares Fund PO Box 3537	Net 30	SINV-2025-33614	10/15/2025		11/14/2025	0.00	0.00	250.52
Fun Fitness LLC	214	Fun Fitness LLC	Immediate	SINV-2025-33616	10/15/2025		10/15/2025	0.00	0.00	249.60
WA State Employment Security	VGMPD Q3 2025 PFML	WA State Employment Security - Remit-To: PO Box 84249 Paid Family & Medical	Net 30	SINV-2025-33613	10/15/2025		11/14/2025	0.00	0.00	284.21
Linda M Slothaug	115	Linda M Slothaug	Immediate	SINV-2025-33615	10/15/2025		10/15/2025	0.00	0.00	154.00

Petty Cash June 14 – July 7, 2025

Village Green Metropolitan Park District						
Check Detail						
August 29 - September 10, 2025						
Date	Transacti on Type	Num	Name	Memo/Description	Amount	To be reimbursed
08/29/2025	Check	2254	Gillian Amas		-150.00	-150.00
				8/16 Event, payment under Stan Amas	-150.00	
08/31/2025	Check	SVCCH RG		Service Charge	-24.06	-24.06
					24.06	
09/06/2025	Check	2255	Christy Martin		-400.00	-400.00
				4 Shillings Shot Concert	-400.00	
09/06/2025	Check	2256	Simon Davignon		-30.00	-30.00
				inv # 106	-30.00	
09/06/2025	Check	2257	Port of Kingston		-25.04	-25.04
				inv # 19352	25.04	
09/06/2025	Check	2258	Samuel Pruiett		-156.00	-156.00
				late cancellation, partial refund	-156.00	
				To be reimbursed here		(\$785.10)
	Reconciled to imprest amount			Petty cash imprest balance		\$4,000.00
				Less: Key Bank petty cash 9/15/2025		\$2,749.45
				Less Prior month petty cash reimbursed		\$465.45
			For 10/22/2025 Reimburse this amount:			\$785.10
Friday, Oct 17, 2025 11:26:15 AM GMT-7						