

<b>VILLAGE GREEN METROPOLITAN PARK DISTRICT: AGENDA</b>		<b>2/17/2026</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> Jan 22, Jan 29, Feb 5, Feb 12 <b>2. Processed not yet paid:</b> Petty cash \$1271.71, WM (main) \$697.39, Public Works \$109.72, Isabel Gates \$405 <b>B. Financial Statements – January 2026</b> <b>C. Approving January 2026 payroll:</b> \$12,318.27			
<b>Public Comment</b>		All	Up to 3 min
<b>Unfinished Business</b>			
Building manager report/ VGF and FOTVG updates		Marcy	10 min
Forest/trails revitalization update (Master Plan addendum)		David	10 min
RCO Applicant Resolution		Bobbie	5 min
Master Plan spreadsheet update		Jason	10 min
<b>New Business</b>			
Opportunity: Has 2 Adirondack chairs (from Cleo's landing) – offering to give them to the VGMPD.		Susan Rodgers	3 min
Tennis Court repairs		Pat/Marcy	10 min
Reminder: PDC F-1 Report is due April 15		Pat	2 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 1/22/26; Total: \$2,288.07**

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 Dec 6 2025 - Jan 6 2026	Village Green Metropolitan Park District - Remit-To: 26159 Dulay Road Ne Kingston Wa	Net 30	SINV-2026-02377	01/21/2026		02/20/2026	0.00	0.00	626.67
Propane Northwest	1520210840	Propane Northwest	Immediate	SINV-2026-02375	01/21/2026		01/21/2026	0.00	0.00	1,661.40

**Checks & EFT Payments 1/29/26; Total: \$11,077.42**

Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay
Collins Tek LLC	547	Collins Tek LLC	Immediate	SINV-2026-02675	01/23/2026		01/23/2026	0.00	0.00	960.96
Ecolab Inc	6357005609	Ecolab Inc	Net 30	SINV-2026-02673	01/23/2026		02/22/2026	0.00	0.00	580.95
Department of Ecology	WC000002699	Department of Ecology - Remit-To: Po Box 47600	Net 30	SINV-2026-02678	01/23/2026		02/22/2026	0.00	0.00	6,160.00
Suzanne Hermanson	117	Suzanne Hermanson	Immediate	SINV-2026-02679	01/23/2026		01/23/2026	0.00	0.00	455.21
Jennifer Anne Sletten	123	Jennifer Anne Sletten	Immediate	SINV-2026-02680	01/23/2026		01/23/2026	0.00	0.00	129.77
Linda M Slothaug	120	Linda M Slothaug	Immediate	SINV-2026-02681	01/23/2026		01/23/2026	0.00	0.00	427.90
Mountain View Plumbing	4369	Mountain View Plumbing	Immediate	SINV-2026-03027	01/27/2026		01/27/2026	0.00	0.00	492.71
Bird Electric Corporation	85069	Bird Electric Corporation	Net 30	SINV-2026-03028	01/27/2026		02/26/2026	0.00	0.00	376.74
Peninsula Fire Inc	78432	Peninsula Fire Inc	Net 30	SINV-2026-03029	01/27/2026		02/26/2026	0.00	0.00	507.67
Fun Fitness LLC	219	Fun Fitness LLC	Immediate	SINV-2026-03031	01/27/2026		01/27/2026	0.00	0.00	235.34
Fun Fitness LLC	123	Fun Fitness LLC	Immediate	SINV-2026-03030	01/27/2026		01/27/2026	0.00	0.00	210.17
Hallie Kazda	300	Hallie Kazda	Immediate	SINV-2026-03032	01/27/2026		01/27/2026	0.00	0.00	540.00

**Checks & EFT Payments 1/29/26; (Carol Franco Geissler – Carol Geissler last paycheck)**

Payee	External Reference	Document Number	Payment Type	Request Category	Document Date	Payment Amount
Carol Franco Geissler (Inactive)		MPR-27154	Check	One-Time Payment	01/29/2026	1,428.72

**Checks & EFT Payments 2/5/26; Total: \$9,565.07**

Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay
Simon Adian Davignon	117	Simon Adian Davignon	Immediate	SINV-2026-03642	02/03/2026		02/03/2026	0.00	0.00	40.00
Waste Management of WA	7279929-0029-8	Waste Management of WA - Remit-To: WA Corporate Services Inc PO Box 7400	Net 30	SINV-2026-03645	02/03/2026		03/05/2026	0.00	0.00	298.92
Blue Sky Printing	N26210	Blue Sky Printing	Net 30	SINV-2026-03647	02/03/2026		03/05/2026	0.00	0.00	1,206.30
Frog Rock Media LLC	1817	Frog Rock Media LLC	Immediate	SINV-2026-03652	02/03/2026		02/03/2026	0.00	0.00	585.00
Isabel Gates	140	Isabel Gates	Immediate	SINV-2026-03654	02/03/2026		02/03/2026	0.00	0.00	540.00
Propane Northwest	1520582853	Propane Northwest	Immediate	SINV-2026-03644	02/03/2026		02/03/2026	0.00	0.00	1,958.14
Northwest Construction & Landscape, LLC	24646	Northwest Construction & Landscape, LLC	Net 30	SINV-2026-03648	02/03/2026		03/05/2026	0.00	0.00	1,736.28
Business Solutions Bookkeeping LLC	18.1723	Business Solutions Bookkeeping LLC - Remit-To: 25966 Eagle Ct NW	Net 30	SINV-2026-03649	02/03/2026		03/05/2026	0.00	0.00	432.50
Red Sage Crafts LLC	2026-0131	Red Sage Crafts LLC	Immediate	SINV-2026-03650	02/03/2026		02/03/2026	0.00	0.00	290.47
Port of Kingston	INV-24115	Port of Kingston	Net 30	SINV-2026-03651	02/03/2026		03/05/2026	0.00	0.00	300.00
Kitsap Tech Support	2545	Kitsap Tech Support	Immediate	SINV-2026-03653	02/03/2026		02/03/2026	0.00	0.00	70.00
Christopher Leibold	501329	Christopher Leibold	Immediate	SINV-2026-03763	02/04/2026		02/04/2026	0.00	0.00	825.18
Superior Linen Service	Sup Linen January 2026	Superior Linen Service	Net 30	SINV-2026-03765	02/04/2026		03/06/2026	0.00	0.00	574.61
Dtmicro, Inc.	8444	Dtmicro, Inc.	Net 30	SINV-2026-03766	02/04/2026		03/06/2026	0.00	0.00	200.00
Peninsula Fire Inc	78432	Peninsula Fire Inc	Net 30	SINV-2026-03764	02/04/2026		03/06/2026	0.00	0.00	507.67

**Checks & EFT Payments 2/12/26; Total: \$6203.22**

Company	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	Village Green Metropolitan Park District	VGMPD CC Reimb January 2026	Village Green Metropolitan Park District - Remit-To: 26159 Dulay Road Ne Kingston Wa	Net 30	SINV-2026-04054	02/06/2026		03/08/2026	0.00	0.00	2,252.72
Village Green Metropolitan Park District	Northwest Construction & Landscape, LLC	24664	Northwest Construction & Landscape, LLC	Net 30	SINV-2026-04422	02/09/2026		03/11/2026	0.00	0.00	3,950.50

# Petty Cash

Village Green Metropolitan Park District						
Check Detail						
January 7 - February 12, 2026						
Date	Transaction Type	Num	Name	Memo/Description	Amount	Cash to be reimbursed
01/15/2026	Check	2297	Leslie Burns		-13.00	-13.00
				extended room rental, taking out of deposit	-50.00	
					37.00	
01/22/2026	Check	ACH	Department of Revenue	4thv qtr B&O and Sales Tax	-691.42	-691.42
					-691.42	
01/23/2026	Check	2298	WestSound KJK Services Inc		-105.00	-105.00
				Notary services	105.00	
01/23/2026	Check	2299	Tracy Harris		-169.09	-169.09
				MPD meeting	169.09	
01/23/2026	Check	2300	Friends of Village Green		-120.00	-120.00
				Garden plots	-120.00	
01/29/2026	Check	2301	Marina Huggins Dye	Voided	0.00	
				craft class refund	0.00	
					0.00	
01/31/2026	Check	SVCCH RG		Service Charge	-145.20	-145.20
					145.20	
02/05/2026	Check	ACH	Key Bank Credit card		-2,252.72	N/A reimbursed 2/6
				DocuSign annual fee	327.80	
				Creamers	42.79	
				Marcy office organizer	12.98	
				Office chair for Marcy	121.20	
				Arm for computer screen	39.30	
				Chamber lunch - Marcy	25.00	
				Staff lunch	60.32	
				For exercise classes	67.52	
				Chair for Brian	120.44	
				Go To bill - monthly	103.44	
				Business cards	38.20	
				L&L	120.00	
				Insight monthly bill	55.89	
				Labelmaker	14.10	
				Volunteer meeting January	61.62	
				Constant contact - annual	499.08	
				Shower supplies	51.54	
				Computer tower	65.51	
				Postage - roll of stamps	78.00	
				Extra cleaning	75.00	
				annual renewal - 8 email addresses	156.72	
				Shower supplies	21.99	
				Miscellaneous incl another computer tower	94.68	
02/12/2026	Check	2302	Nancy Tietje		-28.00	-28.00
				Refund partial Pickleball pass and customer credit	-28.00	
						(1,271.71)
				Key Bank petty cash balance 1/12/2026		\$ 475.57
				Imprest balance		\$4,000
				Difference		\$3,524.43
				Less cc balance reimbursed 2/6		\$ 2,252.72
				= Petty cash reimbursement requested here		\$1,271.71

Thursday, Feb 12, 2026 10:01:32 PM GMT-8