

VILLAGE GREEN METROPOLITAN PARK DISTRICT: AGENDA			7/21/2026	
			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: Jun 18, Jul 9 B. 2. Processed not yet paid: DTMicro \$200, PSE \$3274.66 (June & July), WM (main) \$644, Peninsula Fire \$376.63, Public Works \$109.72, WM (park) \$320.46, Propane NW (cathodic test) \$262.03, Petty Cash \$147.60, Q2 L&I \$2304.71, Q2 Unemployment \$134.26, Q2 PFML \$401.37, Q2 WA Cares \$288.41 C. Financial Statements – June 2026 D. Approving June 2026 payroll: \$15,637.34				
Public Comment			All	Up to 3 min
Unfinished Business				
Building director report/ VGF and FOTVG updates			Marcy	10 min
Forest/trails revitalization update (Master Plan addendum)			Marcy	10 min
Grounds Report/Update			Jason	10 min
Discussion on next MPD Annual Retreat			All	5 min
Discussion on Bylaws			All	5 min
Public Records Certification			All	5 min
New Business				
Public Comment			All	Up to 3 min
Good of the Order			Any	
Adjourn			All	

Supplier payments:

Checks & EFT Payments 6/18/26; Total: \$3,187.20

Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay
Propane Northwest	1522163143	Propane Northwest	Immediate	SINV-2026-18706	06/16/2026		06/16/2026	0.00	0.00	1,326.98
Kitsap County	Public Works June 2026	Kitsap County - Remit-To: KC Public Works Sewer Payments	Net 30	SINV-2026-18702	06/16/2026		07/16/2026	0.00	0.00	109.72
Fun Fitness LLC	129	Fun Fitness LLC	Immediate	SINV-2026-18713	06/16/2026		06/16/2026	0.00	0.00	230.76
Hallie Kazda	306	Hallie Kazda	Immediate	SINV-2026-18711	06/16/2026		06/16/2026	0.00	0.00	540.00
Fun Fitness LLC	225	Fun Fitness LLC	Immediate	SINV-2026-18714	06/16/2026		06/16/2026	0.00	0.00	352.41
Village Green Metropolitan Park District	VGMPD petty cash May 14 - Jun 12 2026	Village Green Metropolitan Park District - Remit-To: 26159 Dulay Road Ne Kingston Wa	Net 30	SINV-2026-18717	06/16/2026		07/16/2026	0.00	0.00	433.64
Kathleen Bullivant	210	Kathleen Bullivant	Immediate	SINV-2026-18716	06/16/2026		06/16/2026	0.00	0.00	193.69

Checks & EFT Payments 7/9/26; Total: \$21,356.53

Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay
PowerClean LLC	21750	PowerClean LLC	Immediate	SINV-2026-20579	07/06/2026		07/06/2026	0.00	0.00	873.60
L & L Port O Potty, Inc.	11543	L & L Port O Potty, Inc.	Immediate	SINV-2026-20577	07/06/2026		07/06/2026	0.00	0.00	145.00
LONG Building Technologies, Inc.	SRVCE002968	LONG Building Technologies, Inc.	Immediate	SINV-2026-20580	07/06/2026		07/06/2026	0.00	0.00	1,528.80
Kitsap Tech Support	2736	Kitsap Tech Support	Immediate	SINV-2026-20582	07/06/2026		07/06/2026	0.00	0.00	40.00
Kitsap Public Utility District	none	Kitsap Public Utility District - Remit-To: PO Box 2910	Net 30	SINV-2026-20584	07/06/2026		08/05/2026	0.00	0.00	599.84
Red Sage Crafts LLC	2026-0627	Red Sage Crafts LLC	Immediate	SINV-2026-20598	07/06/2026		07/06/2026	0.00	0.00	432.00
Washington State Patrol	12600231	Washington State Patrol	Net 30	SINV-2026-20604	07/06/2026		08/05/2026	0.00	0.00	22.00
Blue Sky Printing	N28254	Blue Sky Printing	Net 30	SINV-2026-20607	07/06/2026		08/05/2026	0.00	0.00	1,199.64
Kitsap Public Utility District	none	Kitsap Public Utility District - Remit-To: PO Box 2910	Net 30	SINV-2026-20587	07/06/2026		08/05/2026	0.00	0.00	1,753.33
Kitsap Public Utility District	none	Kitsap Public Utility District - Remit-To: PO Box 2910	Net 30	SINV-2026-20589	07/06/2026		08/05/2026	0.00	0.00	4,142.93
Superior Linen Service	none	Superior Linen Service	Net 30	SINV-2026-20593	07/06/2026		08/05/2026	0.00	0.00	430.30
LONG Building Technologies, Inc.	SRVCE0029963	LONG Building Technologies, Inc.	Immediate	SINV-2026-20600	07/06/2026		07/06/2026	0.00	0.00	1,239.42
Cooper Mechanical LLC	4827	Cooper Mechanical LLC	Immediate	SINV-2026-20590	07/06/2026		07/06/2026	0.00	0.00	1,786.51
Christopher Leibold	501334	Christopher Leibold	Immediate	SINV-2026-20591	07/06/2026		07/06/2026	0.00	0.00	1,685.18

Northwest Construction & Landscape, LLC	25037	Northwest Construction & Landscape, LLC	Net 30	SINV-2026-20603	07/06/2026		08/05/2026	0.00	0.00	1,845.48
Air Management Solutions, LLC	118649	Air Management Solutions, LLC	Net 30	SINV-2026-20606	07/06/2026		08/05/2026	0.00	0.00	256.62
Fun Fitness LLC	226	Fun Fitness LLC	Immediate	SINV-2026-20630	07/06/2026		07/06/2026	0.00	0.00	98.62
Business Solutions Bookkeeping LLC	18.1893	Business Solutions Bookkeeping LLC - Remit-To: 2491 N Mount Juliet	Net 30	SINV-2026-20645	07/06/2026		08/05/2026	0.00	0.00	432.50
Skyline Communications Inc.	9631	Skyline Communications Inc.	Immediate	SINV-2026-20647	07/06/2026		07/06/2026	0.00	0.00	204.08
Hallie Kazda	307	Hallie Kazda	Immediate	SINV-2026-20623	07/06/2026		07/06/2026	0.00	0.00	540.00
Village Green Metropolitan Park District	none	Village Green Metropolitan Park District - Remit-To: 26159 Dulay Road Ne Kingston Wa	Net 30	SINV-2026-20624	07/06/2026		08/05/2026	0.00	0.00	1,180.35
Jennifer Anne Sletten	130	Jennifer Anne Sletten	Immediate	SINV-2026-20639	07/06/2026		07/06/2026	0.00	0.00	87.00
Suzanne Hermanson	123	Suzanne Hermanson	Immediate	SINV-2026-20637	07/06/2026		07/06/2026	0.00	0.00	576.90
Linda M Slothaug	127	Linda M Slothaug	Immediate	SINV-2026-20642	07/06/2026		07/06/2026	0.00	0.00	256.43

Petty Cash

Village Green Metropolitan Park District						
Check Detail						
June 13 - July 16, 2026						
Date	Transaction Type	Num	Name	Memo/Description	Amount	Reimburse amount
06/26/2026	Check	2330	Tracy Harris		-100.67	-100.67
				Food/water for 6/16 Commissioner meeting	100.67	
06/26/2026	Check	2331	Port of Kingston		-46.93	-46.93
				INV - 29989	46.93	
07/01/2026	Check	ACH	Key Bank Credit card	Paid 7/1	-1,180.35	N/A Reimbursed 7/10/26
				Business cards - Director - Vista Print	44.76	
				Shower supplies	38.21	
				Correction tape	7.12	
				Shower supplies - shower curtain	39.27	
				GoTo monthly billing	117.01	
				email renewal - assistant email address	78.49	
				Coffee supplies	21.53	
				File folders	30.49	
				Coffee supplies	106.04	
				Monthly pest control billing	55.69	
				Microsoft 365 subscription - annual??	141.95	
				Service awards	10.91	
				Wall mat installation project: flashing purchased by Chris	400.72	
				Volunteer meeting 6/18/26	53.24	
				Fitness class supplies	10.91	
				Shower supplies	24.01	
				Reimburse total		\$ (147.60)
				Petty cash balance 7/16/2026	\$ 4,175.29	
				Deduct bank fees reimbursed 4/29 - investigate	\$ 322.89	
				Adjusted balance	\$ 3,852.40	
				Imprest balance	\$ 4,000.00	
				Petty cash reimbursement		\$ 147.60