

VILLAGE GREEN METROPOLITAN PARK DISTRICT: AGENDA			8/18/2026	
			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: Jul 23, Jul 30, Aug 13 B. 2. Processed not yet paid: WM \$731.95, Enduris (part 2) \$22,204, Hallie Kazda \$540, Fun Fitness LLC \$79.11, Suzanne Hermanson \$406.47, Jennifer Sletten \$68.68, Linda Slothaug \$176.29, Bargreen Ellingson \$119.57, Petty Cash \$1,113.06 C. Financial Statements – July 2026 D. Approving July 2026 payroll: \$16,568.86				
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)			Jason/Kathleen	10 min
Grounds Report/Update			Jason	10 min
Discussion on next MPD Annual Retreat			All	5 min
Discussion on Bylaws			Pat	5 min
Public Records Certification			Pat/Bobbie/Jason	5 min
New Business				
Budget input 2027 (preliminary)			All	5 min
Volunteer Appreciation Event			Marcy	5 min
Contracted Bookkeeper Position			Bobbie	10 min
Miller Bay Estates boundaries			Bobbie	10 min
Public Comment			All	Up to 3 min
Good of the Order			Any	
Adjourn			All	

Supplier payments:

Checks & EFT Payments 7/23/26; Total: \$8,463.85

Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay
Dtmicro, Inc.	8662	Dtmicro, Inc.	Net 30	SINV-2026-22334	07/01/2026		07/31/2026	0.00	0.00	200.00
Puget Sound Energy	PSE,July,2026	Puget Sound Energy	Net 30	SINV-2026-22339	07/13/2026		08/12/2026	0.00	0.00	129.40
Peninsula Fire Inc	80055	Peninsula Fire Inc	Net 30	SINV-2026-22351	07/07/2026		08/06/2026	0.00	0.00	376.63
Puget Sound Energy	PSE,July,2026	Puget Sound Energy	Net 30	SINV-2026-22337	07/13/2026		08/12/2026	0.00	0.00	3,145.26
Waste Management of WA	7420846-0029-2	Waste Management of WA - Remit-To: Wm Corporate Services Inc -Wm Of Wa Inc	Net 30	SINV-2026-22347	07/01/2026		07/31/2026	0.00	0.00	644.00
Propane Northwest	1522163143	Propane Northwest	Net 30	SINV-2026-22427	07/14/2026		08/13/2026	0.00	0.00	262.03
Waste Management of WA	7345936-0029-3	Waste Management of WA - Remit-To: WA Corporate Services Inc PO Box 7400	Net 30	SINV-2026-22424	07/15/2026		08/14/2026	0.00	0.00	320.46
Kitsap County	Kitsap County Public Works,July,2026	Kitsap County - Remit-To: KC Public Works Sewer Payments	Net 30	SINV-2026-22418	07/06/2026		08/05/2026	0.00	0.00	109.72
WA State Dept of Labor & Industries	Dept of L&I July 2026	WA State Dept of Labor & Industries - Remit-To: Industrial Insurance Po Box 34022	Net 30	SINV-2026-22431	07/17/2026		08/16/2026	0.00	0.00	2,304.71
Village Green Metropolitan Park District	VG Petty Cash July 2026	Village Green Metropolitan Park District - Remit-To: 26159 Dulay Road Ne Kingston Wa	Net 30	SINV-2026-22430	07/21/2026		08/20/2026	0.00	0.00	147.60
WA State Employment Security	ESD July 2026	WA State Employment Security - Remit-To: UI Tax / Payment Coupons PO Box 84267	Net 30	SINV-2026-22433	07/17/2026		08/16/2026	0.00	0.00	134.26
WA State Employment Security	ESD July 2026	WA State Employment Security - Remit-To: PO Box 84249 Paid Family & Medical	Net 30	SINV-2026-22437	07/17/2026		08/16/2026	0.00	0.00	401.37
WA State Employment Security	ESD July 2026	WA State Employment Security - Remit-To: WA Cares Fund PO Box 3537	Net 30	SINV-2026-22452	07/17/2026		08/16/2026	0.00	0.00	288.41

Checks & EFT Payments 7/30/26; Total: \$22,394.32

Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay
Simon Adian Davignon	122	Simon Adian Davignon	Immediate	SINV-2026-22754	07/22/2026		07/22/2026	0.00	0.00	225.00
Jennifer Anne Sletten	131	Jennifer Anne Sletten	Immediate	SINV-2026-23015	07/23/2026		07/23/2026	0.00	0.00	89.06
Linda M Slothaug	128	Linda M Slothaug	Immediate	SINV-2026-23018	07/23/2026		07/23/2026	0.00	0.00	128.21
Suzanne Hermanson	124	Suzanne Hermanson	Immediate	SINV-2026-23019	07/23/2026		07/23/2026	0.00	0.00	459.68
L & L Port O Potty, Inc.	I1911	L & L Port O Potty, Inc.	Immediate	SINV-2026-23022	07/18/2026		07/18/2026	0.00	0.00	145.00
Fun Fitness LLC	131&227	Fun Fitness LLC	Immediate	SINV-2026-23025	07/24/2026		07/24/2026	0.00	0.00	351.37
Hallie Kazda	308	Hallie Kazda	Immediate	SINV-2026-23028	07/24/2026		07/24/2026	0.00	0.00	540.00
Enduris Washington	R27-547-1A	Enduris Washington	Net 30	SINV-2026-23032	07/21/2026		08/20/2026	0.00	0.00	20,204.00
Red Sage Crafts LLC	2026-0725	Red Sage Crafts LLC	Immediate	SINV-2026-23296	07/27/2026		07/27/2026	0.00	0.00	252.00

Checks & EFT Payments 8/13/26; Total: \$8,957.77

Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay
Blue Sky Printing	N28593	Blue Sky Printing	Net 30	SINV-2026-24528	08/01/2026		08/31/2026	0.00	0.00	1,199.64
Shannon Lee Singleton	200	Shannon Lee Singleton	Immediate	SINV-2026-24532	08/01/2026		08/01/2026	0.00	0.00	146.55
Business Solutions Bookkeeping LLC	18.1927	Business Solutions Bookkeeping LLC - Remit-To: 2491 N Mount Juliet	Net 30	SINV-2026-24555	08/10/2026		09/09/2026	0.00	0.00	432.50
Skyline Communications Inc.	9738	Skyline Communications Inc.	Immediate	SINV-2026-24566	08/03/2026		08/03/2026	0.00	0.00	204.08
Kitsap Tech Support	2767	Kitsap Tech Support	Immediate	SINV-2026-24546	08/10/2026		08/10/2026	0.00	0.00	80.00
Northwest Construction & Landscape, LLC	25115	Northwest Construction & Landscape, LLC	Net 30	SINV-2026-24549	08/01/2026		08/31/2026	0.00	0.00	1,845.48
Frog Rock Media LLC	1819	Frog Rock Media LLC	Immediate	SINV-2026-24551	08/01/2026		08/01/2026	0.00	0.00	585.00
Superior Linen Service	SuperiorLinen,Aug,2026	Superior Linen Service	Net 30	SINV-2026-24558	08/03/2026		09/02/2026	0.00	0.00	565.09
Washington State Patrol	I2700449	Washington State Patrol	Net 30	SINV-2026-24576	08/05/2026		09/04/2026	0.00	0.00	55.00
Christopher Leibold	501335	Christopher Leibold	Immediate	SINV-2026-24561	08/01/2026		08/01/2026	0.00	0.00	1,849.22
Kitsap County	KCPW-August-2026	Kitsap County - Remit-To: KC Public Works Sewer Payments	Net 30	SINV-2026-24573	08/05/2026		09/04/2026	0.00	0.00	109.72
Dtmicro, Inc.	8702	Dtmicro, Inc.	Net 30	SINV-2026-24580	08/04/2026		09/03/2026	0.00	0.00	200.00
Zero Waste USA	827523	Zero Waste USA - Remit-To: Zero Waste Usa	Net 30	SINV-2026-24582	08/04/2026		09/03/2026	0.00	0.00	249.54
Village Green Metropolitan Park District	VGMPD CC Payment August 2026	Village Green Metropolitan Park District - Remit-To: 26159 Dulay Road Ne Kingston Wa	Net 30	SINV-2026-24591	08/10/2026		09/09/2026	0.00	0.00	1,435.95

Petty Cash

Village Green Metropolitan Park District							
Check Detail							
July 17 - August 13, 2026							
Date	Transaction Type	Num	Name	Memo/Description	Clr	Amount	Cash reimbursed
07/21/2026	Check	2332	Friends of Village Green			-30.00	-30.00
				1/2 garden plot		-30.00	
7/23/2026	ACH	Svce Chg	Key bank service charge			-24.73	-24.73
07/25/2026	Check	2333	Danielle Leigh			-50.00	-50.00
						-50.00	
07/25/2026	Check	2334	Susan Brashears			-50.00	-50.00
						-50.00	
07/25/2026	Check	2335	Tracy Harris			-128.20	-128.20
				7/21 meeting food		128.20	
07/31/2026	Check	2336	Matthew Strickland			-150.00	-150.00
						-150.00	
07/31/2026	Check	2337	Lisa Kelten			-240.50	-240.50
				Windermere		-240.50	
08/06/2026	Check	ACH	Key Bank Credit card	Due 8/14		-1,435.95	Reimbursed 8/13
				BMI Membership - music licensing		459.00	
				Acrylic business card holder		9.82	
				Gym wall padding - inserts for outlet covers		157.54	
				GoTo bill for July		117.20	
				Wall clock replacement for gym		43.63	
				Sheet metal for wall padding switch recesses		66.18	
				Insight pest solutions		55.69	
				Borrowed kitchen - staff lunch		93.02	
				Coffee		44.66	
				Safeway food for volunteer meeting		75.78	
				Desktop adapter - sit-to-stand		98.27	
				Aprons for VG events		21.83	
				Aprons for VG events - previous order returned		29.47	
				Postage stamps		82.00	
				Top rail of chain link fence replaced - tree damagw		81.86	
08/07/2026	Check	2338	Amy Swenson			-333.75	-333.75
				Meeting Room minus cancellation fee		-138.75	
				Wind and Blue		-185.00	
				coffee		10.00	
08/07/2026	Check	2339	Port of Kingston			-27.09	-27.09
				Inv-32790		27.09	
08/13/2026	Check	2340	Bill Walker			-20.00	-20.00
				pickleball punch pass refund		-20.00	
				Total to be reimbursed here			-1,054.27
				Petty cash balance 8/13/2026			1,980.27
				Less deposit reflected on 7/23 - July reimbursement not apparently deposited			147.60
				Adjusted cash balance			1,832.67
				Balance afgrter petty cash reimbursement			2,886.94
				Petty cash imprest balance			4000.00
				Amount to be reimbursed should be			1,113.06
				Reimbursement calculated above			1,054.27
				Investigate this difference			-58.79
Thursday, Aug 13, 2026 08:42:40 PM GMT-7							