VILLAGE GREEN METROPOLITAN PARK DISTRICT: AGENDA	**9/15/2026**
	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:** Aug 27, Sep 3, Sep 10 **B. 2. Processed not yet paid**: WM $747.57, Stanley Steemer $990, Shannon Singleton $102.58 (clogging), Linda Slothaug (line dancing) $166.07, Jennifer Sletten (dance workout) $34.33, Suzanne Hermanson (yoga) $480.75, Fun Fitness (senior fitness) $113.52, Hallie Snow (senior fitness) $810, Petty Cash 484.94 C. **Financial Statements – August 2026** D. **Approving August 2026 payroll:** $16,987.48		
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
Public Records Certification	Pat/Bobbie/Jason	5 min
Budget input 2027 (preliminary)	All	5 min
Contracted Bookkeeper Position	Bobbie	10 min
Miller Bay Estates boundaries	Bobbie	10 min
New Business		
Commissioner resignation	Pat	10 min
Public Comment	All	Up to 3 min
Good of the Order	Any	
Adjourn	All	

Supplier payments:

Checks & EFT Payments 8/20/26; Total: $24,079.12

Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay
Kathleen Bullivant	203	Kathleen Bullivant	Immediate	SINV-2025-10428	04/01/2025		04/01/2025	0.00	0.00	639.00
Kathleen Bullivant	204	Kathleen Bullivant	Immediate	SINV-2025-14663	05/05/2025		05/05/2025	0.00	0.00	80.10
Waste Management of WA	7442403-0029-6	Waste Management of WA - Remit-To: Wm Corporate Services Inc -Wm Of Wa Inc	Net 30	SINV-2026-25417	08/01/2026		08/31/2026	0.00	0.00	731.95
Enduris Washington	R27-547-1B	Enduris Washington	Net 30	SINV-2026-25420	08/11/2026		09/10/2026	0.00	0.00	20,204.00
Hallie Snow	308	Hallie Snow	Immediate	SINV-2026-25428	08/12/2026		08/12/2026	0.00	0.00	540.00
Bargreen Ellingson	210428836S	Bargreen Ellingson	Immediate	SINV-2026-25445	08/07/2026		08/07/2026	0.00	0.00	119.57
Suzanne Hermanson	125	Suzanne Hermanson	Immediate	SINV-2026-25431	08/12/2026		08/12/2026	0.00	0.00	406.47
Jennifer Anne Sletten	132	Jennifer Anne Sletten	Immediate	SINV-2026-25438	08/17/2026		08/17/2026	0.00	0.00	68.68
Linda M Slothaug	129	Linda M Slothaug	Immediate	SINV-2026-25441	08/12/2026		08/12/2026	0.00	0.00	176.29
Village Green Metropolitan Park District	Petty Cash ,August 2026	Village Green Metropolitan Park District - Remit-To: 26159 Dulay Road Ne Kingston Wa	Net 30	SINV-2026-25447	08/14/2026		09/13/2026	0.00	0.00	1,113.06

Checks & EFT Payments 8/27/26; Total: $2,628.03

Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay
Fun Fitness LLC	S-01522	Fun Fitness LLC	Immediate	SINV-2026-25430	08/12/2026		08/12/2026	0.00	0.00	79.10
Skyline Communications Inc.	9770	Skyline Communications Inc.	Immediate	SINV-2026-26143	08/17/2026		08/17/2026	0.00	0.00	747.24
Puget Sound Energy	PSE/Aug/2026	Puget Sound Energy	Net 30	SINV-2026-26146	08/19/2026		09/18/2026	0.00	0.00	943.20
L & L Port O Potty, Inc.	I2225	L & L Port O Potty, Inc.	Immediate	SINV-2026-26148	08/15/2026		08/15/2026	0.00	0.00	145.00
Essence of the Thymes LLC	3480	Essence of the Thymes LLC	Net 30	SINV-2026-26144	08/17/2026		09/16/2026	0.00	0.00	713.49

Checks & EFT Payments 9/3/26; Total: $10,070.77

Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay
Kitsap Tech Support	2805	Kitsap Tech Support	Immediate	SINV-2026-27035	08/26/2026		08/26/2026	0.00	0.00	40.00
Christopher Leibold	501336	Christopher Leibold	Net 30	SINV-2026-27040	08/28/2026		09/27/2026	0.00	0.00	1,215.00
Dtmicro, Inc.	8744	Dtmicro, Inc.	Net 30	SINV-2026-27046	09/01/2026		10/01/2026	0.00	0.00	200.00
Blue Sky Printing	N28994	Blue Sky Printing	Net 30	SINV-2026-27037	08/26/2026		09/25/2026	0.00	0.00	1,199.64
Collins Tek LLC	645	Collins Tek LLC	Net 30	SINV-2026-27042	08/28/2026		09/27/2026	0.00	0.00	790.23
Red Sage Crafts LLC	2026-0823	Red Sage Crafts LLC	Net 30	SINV-2026-27039	08/31/2026		09/30/2026	0.00	0.00	630.00
Northwest Construction & Landscape, LLC	25189	Northwest Construction & Landscape, LLC	Net 30	SINV-2026-27045	08/31/2026		09/30/2026	0.00	0.00	1,845.48
Superior Linen Service	Superior Linen-Sept26	Superior Linen Service	Net 30	SINV-2026-27044	08/31/2026		09/30/2026	0.00	0.00	480.63
Air Management Solutions, LLC	119087	Air Management Solutions, LLC	Net 30	SINV-2026-27048	09/01/2026		10/01/2026	0.00	0.00	1,747.42
Village Green Metropolitan Park District	Key Bank CC/Aug26	Village Green Metropolitan Park District - Remit-To: 26159 Dulay Road Ne Kingston Wa	Net 30	SINV-2026-27055	08/31/2026		09/30/2026	0.00	0.00	1,311.42
Ecolab Inc	4518940218	Ecolab Inc	Net 30	SINV-2026-27033	08/18/2026		09/17/2026	0.00	0.00	610.95

Checks & EFT Payments 9/10/26; Total: $5,474.25

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	123	Simon Adian Davignon	Immediate	SINV-2026-27621	09/01/2026		09/01/2026	0.00	0.00	90.00
Skyline Communications Inc.	9833	Skyline Communications Inc.	Immediate	SINV-2026-27669	09/02/2026		09/02/2026	0.00	0.00	204.08
Business Solutions Bookkeeping LLC	18.1962	Business Solutions Bookkeeping LLC - Remit-To: 2491 N Mount Juliet	Net 30	SINV-2026-27680	09/01/2026		10/01/2026	0.00	0.00	432.50
Kitsap Lactation Birth and Babies PLLC	7 & 8	Kitsap Lactation Birth and Babies PLLC	Immediate	SINV-2026-27682	09/03/2026		09/03/2026	0.00	0.00	120.00
Studio Jade LLC	127	Studio Jade LLC	Immediate	SINV-2026-27673	09/03/2026		09/03/2026	0.00	0.00	308.00
Kitsap County	Kitsap County Public Works-Sewer-Sept 2026	Kitsap County - Remit-To: KC Public Works Sewer Payments	Net 30	SINV-2026-27700	09/03/2026		10/03/2026	0.00	0.00	121.79
Kitsap Public Utility District	031730-000-20260616	Kitsap Public Utility District - Remit-To: PO Box 2910	Net 30	SINV-2026-27719	09/08/2026		10/08/2026	0.00	0.00	616.75
Kitsap Public Utility District	031731-000-20260616	Kitsap Public Utility District - Remit-To: PO Box 2910	Net 30	SINV-2026-27722	09/08/2026		10/08/2026	0.00	0.00	1,921.53
Kitsap Public Utility District	018447-000-20260616	Kitsap Public Utility District - Remit-To: PO Box 2910	Net 30	SINV-2026-27720	09/08/2026		10/08/2026	0.00	0.00	1,659.60

Petty Cash

Village Green Metropolitan Park District
Petty cash Reimbursement 9 11 2026
August 14 - September 11, 2026

Date	Transaction Type	Num	Name	Memo/Description	Clr	Amount	Cash reimbursement
08/15/2026	Check	SVCCHRG		Service Charge	R	-22.76	-22.76
						22.76	
08/21/2026	Check	2341	Tracy Harris			-130.47	-130.47
				8/18 MPD meeting		130.47	
09/01/2026	Check	ACH	Key Bank Credit card	Due 9/14		-1,311.42	Reimbursed 9 10 2026
				Replace broken kitchen cart		101.75	
				Postage - mail to Enduris		6.37	
				Bundtinis for vol appreciation - 4 dozen		124.20	
				Go To monthly billing		117.20	
				Candy for vol appreciation		33.50	
				Replace owl cord??		8.70	
				Replace TV remote		10.93	
				Staff lunch @ BKB		39.31	
				Insight pest control		61.15	
				Misc supplies for volunteer appreciation		82.66	
				Gloves		17.58	
				Candy for candy jar		21.15	
				Safeway food for vol ameeting		61.56	
				toner		354.87	
				Coffee filters		60.56	
				Shower room		34.22	
				Coffee and creamers		119.31	
				Replace owl cord		10.91	
				????		-45.49	
09/04/2026	Check	2342	Dave Wetter			-149.71	-149.71
				Fuel caps		149.71	
09/11/2026	Check	2343	Clare Cooper			-182.00	-182.00
				Late cancellation		-182.00	-484.94
				Petty cash balance 9/11/2026			1,866.38
				Imprest amount			4,000.00
				Difference			2,133.62
				Add back the credit card pmt reimbursed 9/10			1,311.42
				Adjsuted Balance			3,445.04
							4,000.00
							554.96
				Reimbuse this amount			(484.94)
				Investigate this difference			70.02

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