



**THE MONTHLY MEETING MINUTES OF THE BOARD OF COMMISSIONERS
OF FALL CITY METROPOLITAN PARK DISTRICT
OF KING COUNTY, WASHINGTON
MONTHLY MEETING HELD August 12 2025**

The monthly meeting of the Board of Commissioners of Fall City Metropolitan Park District (FCMPD) of King County, Washington was held on August 12, 2025, on zoom

Commissioners Harris, Watts, Wilkins, Kellogg and Holbink were in attendance.

1. Call to Order – Commissioner Wilkins called the meeting to order at 5:01pm.

2. Minutes and Resolutions

2.1. Approval of Agenda

Commissioner Watts moved to accept the agenda as written, Commissioner Kellogg seconded. Motion approved.

2.2. Approval of Monthly Minutes

2.2.1. Approval of Monthly Meeting Minutes July 8, 2025

Commissioner Watts moved to accept July 8, 2025 regular monthly meeting minutes as written, Commissioner Kellogg seconded. Motion approved.

2.2.2 Approval of Special Meeting Minutes July 22, 2025

Commissioner Kellogg moved to accept July 22, 2025 special meeting minutes as written, Commissioner Watts seconded. Motion approved.

2.3 Resolutions and Motions

2.3.1 None

3. Financial Reports and Vouchers

3.1 Review King County Financial Reports

3.1.1 Fall City Metropolitan Park District Cash Balance August 12, 2025, is \$657,053.26

3.1.2 The voucher from the previous month, July 8, 2025, was reviewed for payment.

3.2 Approval of Maintenance Vouchers

3.2.1 Commissioners reviewed the current month, August 12, 2025, vouchers and approved as presented.

Commissioner Watts made the motion and Commissioner Holbink seconded. The motion was approved and authorized payment of one Maintenance Fund Voucher for \$18,840.34 voucher.

Payee	Invoice Date	Invoice Number	Invoice Amount	Description	Voucher
SALARIES					
Tanya Alter	8/11/2025	825	\$285.00	Office Admin fee	4805

SUPPLIES/SERVICES					
Enduris	7/16/2025	R26 528 1	\$4,560.00	Insurance Liability Fee	4805
OTAK	07/17/2025	000072500247	\$12,715.26	West Side Trail Contract Fee	4805
KCFD 27	8/1/2025	080925	\$270.00	Fire Station Room Reservation for trail project meetings	4805
Tanya Alter	08/01/2025	82025	17.40	Reimbursement zoom - monthly	4805

4 Correspondence

5 Committee Reports

5.1 River Recreation/Float Task Force Committee (Watts)

5.1.1 No report

5.2 Fall City Parks (Watts)

5.2.1 No report

5.3 Trail Connections/West Side Trail (Harris/Watts)

5.3.1 Commissioners discussed the beginning phase of the West Trail construction as it has started.

5.3.1.1 Commissioner Harris held a pre-construction meeting on July 29, 2025 with the contractor, King County inspector and utilities. The team went over construction procedures

5.3.1.2 Commissioner Harris held a follow up to the pre-construction meeting on August 5, 2025 that involved the schedule for the project that would be refined each week if needed.

5.3.1.3 On August 6, 2025, Commissioner Harris sent a Notice to Proceed letter to Wheeler Construction with first day construction mutually agreed August 11, 2025.

5.3.1.4 Commissioner Harris held the Week 1 Construction meeting on August 11, 2025

5.3.2 Commissioner Harris is working with the contract manager to monitor progress for the work to confirm actions are completed for payment.

5.3.3 Commissioners asked about visiting the site. For safety reasons, Commissioner Harris is requesting safety items for site visits for Commissioners including safety vests and hats.

Commissioner Harris requested authorization to purchase Safety vests and hard hats with logo. Motion moved by Commissioner Watts, seconded by Commissioner Holbink. Motion approved.

5.4 Community Outreach (Commissioners)

5.4.1 Commissioner Harris reported that King County Council is recommending Phase 2B for \$748,000.

5.5 Bernard Park (Wilkins/Kellogg)

5.5.1 No report

5.6 Homestead Field (Watts)

5.6.1 Commissioner Holbink reported project continues to move forward with King County, Eastside Audubon and UW.

5.6.2 UW Professor Robert Swan and his students will giving a talk at Bellevue Botanical Garden talk on Homestead Field project August 28, 2025.

5.6.3 Eastside Audubon is working with National Park Service with regard to bird sounds.

5.6.4 Commissioner Holbink requested help at Salmon Days Booth with Eastside Audubon

5.6.5 Commissioner Watts reported there is now agreed upon mowing area.

5.7 River Levee (Kellogg)

5.7.1 Commissioners discussed reaching out to Si View as they have a similar issue with a levee. Commissioner Wilkins will take the lead.

5.8 Fall City Holiday Lights (Kellogg)

5.8.1 No report

5.9 Land Acquisition (Holbink)

5.9.1 No report

6 Unfinished Business

7 New Business

7.1 Commissioners discussed the requirements for Memorials on Fall City Park District property. Tanya Alter will prepare a formal resolution.

8 Public Comment

9 Next Meetings

9.1 September 9, 2025

Meeting adjourned at 6:17 pm by Commissioner Wilkins

President/Commissioner

Commissioner

Commissioner

Commissioner

ATTEST:

Clerk and Commissioner