



**THE MONTHLY MEETING MINUTES OF THE BOARD OF COMMISSIONERS
OF FALL CITY METROPOLITAN PARK DISTRICT
OF KING COUNTY, WASHINGTON
MONTHLY MEETING HELD June 10, 2025**

The monthly meeting of the Board of Commissioners of Fall City Metropolitan Park District (FCMPD) of King County, Washington was held on June 10, 2025, on zoom

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

Guests – Jeff Wilson, Richard Huang

1. Call to Order – Commissioner Wilkins called the meeting to order at 5:02pm.

2. Minutes and Resolutions

2.1. Approval of Agenda

Commissioner Holbink moved to accept the agenda as written, Commissioner Harris seconded. Motion approved.

2.2. Approval of Monthly Minutes

2.2.1. Approval of Monthly Meeting Minutes May 13, 2025

Commissioner Watts moved to accept May 13, 2025 regular monthly meeting minutes as amended, Commissioner Holbink seconded. Motion approved.

2.2.2 Approval of Special Meeting Minutes June 3, 2025

Commissioner Watts moved to accept June 3, 2025 special meeting minutes as amended, Commissioner Wilkins seconded. Motion approved.

2.2.3 Approval of Special Meeting Minutes March 27, 2025

Commissioner Watts moved to accept March 27, 2025 special meeting minutes as amended, Commissioner Harris 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 June 10, 2025, is \$718,403.21

3.1.2 The voucher from the previous month, May 13, 2025, was reviewed for payment.

3.2 Approval of Maintenance Vouchers

3.2.1 Commissioners reviewed the current month, June 10, 2025, vouchers and approved as presented.

Commissioner Wilkins made the motion and Commissioner Harris seconded. The motion was approved and authorized payment of one Maintenance Fund Voucher for \$6933.40 voucher #0342

Payee	Invoice Date	Invoice Number	Invoice Amount	Description	Voucher
SALARIES					
Tanya Alter	6/9/2025	625	\$225.00	Office Admin fee	0342
SUPPLIES/SERVICES					
Tanya Alter	6/1/2025	62025	\$17.40	Reimbursements monthly –zoom	0342
OTAK	5/29/2025	52500239	\$5,171.00	West Side Trail Contract Fee	0342
Kirk Harris	5/20/2025	44737D	\$250.00	Reimbursement to Kirk Harris for Bid Project Adv Cost	0342
King County	5/19/2025	2166703	\$1,330.00	Printing	0342

4 Correspondence

- 4.1 Commissioner Harris received correspondence that the fire station approved use of Facility for bidding review on July 1, 2025.

5 Committee Reports

5.1 River Recreation/Float Task Force Committee (Watts)

- 5.1.1 Commissioner Watts attended the Float Task Force meeting and gave an update to the board.

5.2 Fall City Parks (Watts)

- 5.2.1 No report

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

- 5.3.1 Commissioner Harris reported Items have been uploaded to bidding site and he shared about the process. The West Side Trail Project was advertised for bids on June 11 and 18th with a scheduled bid opening of July 1.
- 5.3.2 Commissioner Harris reported on the request from OTAK in regards to the Construction Management Contract. This will cover their general oversight and availability for the contractor as questions arise.

Commissioner Watts moved to approve \$142,100.00 for the OTAK Construction Management Contract. Commissioner Holbink seconded, the motion was approved.

- 5.3.3 Commissioner Harris reported that the lights have been put in at Totem Garden by PSE.

5.4 Community Outreach (Commissioners)

- 5.4.1 Commissioners Harris attended the FCCA meeting in June and gave an update on the West Side Trail.

5.5 Bernard Park (Wilkins/Kellogg)

- 5.5.1 Water Meter Issue

- 5.5.1.1 Jeff Wilson and Richard Huang attended the meeting to discuss water meter issues concerning one of the three former residences. Currently, this parcel does not have a water meter, which is necessary for general maintenance. Two fees are associated with reinstating service: a meter drop fee of \$1,400 and a catch-up fee of \$2,300, based on the base rate from when the meter was removed in 2017. This parcel was originally within the founding boundaries of the

water district. Although the meter was removed, the parcel continued to accrue charges. During the discussion, it was noted that the park district was a founding member of the water district. In the event of a property sale, any outstanding water balances usually surface during the title review process. This did not occur when the county bought the property from the park district. The County has agreed to cover the meter drop fee, and alternative solutions are being explored for the catch-up fee. Both the Commissioners and Jeff Wilson will follow up on this matter.

5.5.2 Commissioner Kellogg reported on the trees at Bernard Park. We will be receiving a copy of the arborist report when completed.

5.5.3 Edited for June (Commissioner Kelloog raised a question regarding materials on the road. Commissioners discussed this and concluded that the placement is considered part of ongoing road design efforts. Commissioner Kellogg will follow up with Kyle Thieme for further clarification or next steps.)

5.5.4 Commissioner Kellogg provided an update on the sewer pipe alignment.

5.6 Homestead Field (Watts)

5.6.1 King County Special use permit form requires certificate of insurance. Tanya Alter was able to send the insurance to Commissioner Holbink, but King County requires a note on the certificate. Commissioner Holbink to follow up.

5.6.2 Commissioner Watts attended another meeting with the same group of people who are eager to get started on the area and they are coming up with a plan.

5.6.3 Commissioner Holbink continues working with Audubon Society.

5.6.4 Commissioner Wilkins reported the bench built by a local Eagle Scout will be ready soon.

5.7 River Levee (Kellogg)

5.7.1 Commissioners discussed some options regarding the river levee issues.

5.8 Fall City Holiday Lights (Kellogg)

5.8.1 No report

5.9 Land Acquisition (Holbink)

5.9.1 Commissioner Holbink reported on current land acquisitions.

6 Unfinished Business

7 New Business

7.1 West Side Trail Bidding – see 5.3

7.2 Fall City Day

7.2.1 Commissioners discussed booth management at Fall City Day. The Parks District will be in #74, there will be maps and give-away items for the community.

8 Public Comment – see under Bernard Park

9 Next Meetings

9.1 July 8, 2025

10 Meeting adjourned at 6:48 pm by Commissioner Wilkins

President/Commissioner

Commissioner

Commissioner

Commissioner

ATTEST:

Clerk and Commissioner