



**THE MONTHLY MEETING MINUTES OF THE BOARD OF COMMISSIONERS
OF FALL CITY METROPOLITAN PARK DISTRICT
OF KING COUNTY, WASHINGTON
MONTHLY MEETING HELD July 8 2025**

The monthly meeting of the Board of Commissioners of Fall City Metropolitan Park District (FCMPD) of King County, Washington was held on July 8, 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 5:14pm.

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 June 10, 2025

Commissioner Harris moved to accept June 10, 2025 regular monthly meeting minutes as amended, Commissioner Holbink seconded. Motion approved.

2.2.2 Approval of Special Meeting Minutes July 1, 2025

Commissioner Watts moved to accept July 1, 2025 special meeting minutes as amended, Commissioner Wilkins 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 July 8, 2025, is \$714,681

3.1.2 The voucher from the previous month, June 10, 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 Kellogg made the motion and Commissioner Holbink seconded. The motion was approved and authorized payment of one Maintenance Fund Voucher for \$60,260.30 voucher.

Payee	Invoice Date	Invoice Number	Invoice Amount	Description	Voucher
SALARIES					
Tanya Alter	78/2025	725	\$300.00	Office Admin fee	4903

SUPPLIES/SERVICES					
Charlie Kellogg	6/17/2025	06251213	\$199.23	Reimbursements marketing expense - hats	4903
OTAK	6/24/2025	62500352	\$24,620.52	West Side Trail Contract Fee	4903
Edsbits	7/1/2025	3891	\$250.00	Reimbursement to Kirk Harris for Bid Project Adv Cost	4903
WSDOT	7/2/2025	1018	\$33,000.00	DEP INTO VEG MIT FUND GCC 1018	4903
Daily Journal of Commerce	6/18/2025	3410987	943.40	Advertise fee for West Side Trail Bids	4903
KCFD 27	7/1/2025	7/1/2025	30.00	Meeting for opening bids West Side Trail	4903
Kenyon Disend	1098304	6/30/2025	980.50	Attorney fee for contract review West Side Trail	4903
Tanya Alter	7/2025	7/1/2025	17.40	Reimbursement zoom - monthly	4903

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 Commissioner Harris reviewed the bid opening meeting for the West Side Trail development. In addition, to Commissioner Harris reviewing contracts; OTAK did a financial review that was presented to the Commissioners for discussion and comparison. Based on what was presented the Commissioners decided to move forward with Wheeler Construction base bid. Commissioner Harris also described the next steps for Wheeler.

Commissioner Watts moved to accept base bid from Wheeler Construction for West Side Trail Development, Commissioner Holbink seconded. Motion approved.

5.4 Community Outreach (Commissioners)

5.4.1 Commissioners Harris presented the date for a Ground Breaking for West Side Trail on July 25, 2025 at 4:30pm if we get all the bidding material in from Wheeler.

5.4.2 Commissioners attended Fall City Day and hosted a booth.

5.5 Bernard Park (Wilkins/Kellogg)

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

5.5.2 Construction entrance will need to be put back the way they found it when they are complete with the project – this entails they will need to restore the road or put gravel over to be useable.

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

5.6 Homestead Field (Watts)

5.6.1 Commissioner Watts shared that Clint Irving is available to do the mowing. The Special use Permit has requirements the need a bonded maintenance person and Clint is covered.

Commissioner Holbink moved to pay Clint Irving for the mowing at Homestead Field up to \$500, Commissioner Wilkins seconded. Motion approved.

- 5.6.2 Commissioner Watts and Holbink continues working with Audubon Society.
- 5.6.3 Commissioner Wilkins reported the bench built by a local Eagle Scout will be ready soon.
- 5.7 River Levee (Kellogg)
 - 5.7.1 Commissioner Kellogg will reach out to Sarah Perry to discuss this in the near future.
- 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 raising the hourly rate for Tanya Alter for administrative work.

Commissioner Kellogg moved to increase pay for Tanya Alter to \$30 per hour retroactive for July pay, Commissioner Watts seconded. Motion approved.

8 Public Comment

9 Next Meetings

9.1 August 12, 2025

10 Meeting adjourned at 6:26 pm by Commissioner Wilkins

President/Commissioner

Commissioner

Commissioner

Commissioner

ATTEST:

Clerk and Commissioner