



**THE MONTHLY MEETING MINUTES OF THE BOARD OF COMMISSIONERS
OF FALL CITY METROPOLITAN PARK DISTRICT
OF KING COUNTY, WASHINGTON
MONTHLY MEETING HELD January 13, 2026**

The monthly meeting of the Board of Commissioners of Fall City Metropolitan Park District (FCMPD) of King County, Washington was held on January 13, 2026, on zoom

Commissioners Klaas, Harris, Wilkins, Kellogg and Holbink were in attendance. Guests Todd Brown and Sarah Kieffer from FCCA.

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

2. Minutes and Resolutions

2.1. Approval of Agenda

Commissioner Kellogg moved to accept the agenda as amended moving Public Comment to front, Commissioner Holbink seconded, motion approved.

2.2. Approval of Monthly Minutes

2.2.1. Approval of Monthly Meeting Minutes December 11, 2025

Commissioner Holbink moved to accept December 11, 2025, regular monthly meeting minutes as amended, Commissioner Kellogg seconded. Motion approved.

2.3 Resolutions and Motions

2.3.1 None presented

3. Financial Reports and Vouchers

3.1 Review of King County Financial Reports

3.1.1 Fall City Metropolitan Park District Cash Balance January 13, 2026, is \$473,529.30

3.1.2 The voucher from the previous month, December 11, 2025, was reviewed for payment.

3.2 Approval of Maintenance Vouchers

3.2.1 Commissioners reviewed the current month, January 13, 2026, vouchers and approved as presented.

Commissioner Kellogg made the motion and Commissioner Wilkins seconded. The motion was approved and authorized payment of one Maintenance Fund Vouchers for \$325,436.46 warrant #3543.

Payee	Invoice Number	Invoice Date	Invoice Amount	Description	Voucher
SALARIES					
Tanya Alter	126	01/12/2026	\$270.00	Office Admin fee	3543
SUPPLIES/SERVICES					
OTAK	122500183	12/19/2025	\$47,819.10	WEST SIDE TRAIL CONTRACT FEE	3543
TANYA ALTER	12026	01/12/2026	\$149.52	REMIBURSEMENT MONTHLY ZOOM	3543
WHEELER CONSTRUCTION COMPANY	10126	01/14/2026	\$276,094.38	EST PAY #5WEST SIDE TRAILCONSTRUCTION	3543

WSDOT NW	L025	10/13/2025	\$940.40	WST RELATED FEE	3543
PERRY WILKINS	1526	1/5/2026	\$163.06	REIMBURSEMENT PARK CLEAN UP	3543

4 Correspondence

No report

5 Committee Reports

5.1 River Recreation/Float Task Force Committee (Wilkins)

5.1.1 Commissioner Wilkins will follow up from former Commissioner Watts on input regarding the committee involvement from the Parks District perspective.

5.2 Fall City Parks (Possible transition off agenda)

5.2.1 Commissioners discussed transitioning to let this flow to the equestrian group Friends of Fall City Horse Arena.

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

5.3.1 Commissioner Harris updated the Commissioners on the West Side Trail construction project. Current phase 1 and 2a on suspension due to cement company closed until mid-February still aiming for March completion. He provided details on Phase 2b and would like approval to move forward on advertising the construction project for bids.

Commissioner Kellogg made the motion to move forward to advertise Phase 2b construction project bid process and Commissioner Holbink seconded. The motion was approved.

5.4 Community Outreach (Commissioners)

5.4.1 See public comment

5.5 Bernard Park (Wilkins/Kellogg)

5.5.1 No report

5.6 Homestead Field (Holbink)

5.6.1 Commissioner Holbink reported that King County reached out to WSDOT for the parking area at Homestead that was washed out in the flood in December 2025,

5.6.2 Commissioner Holbink reported on the status of the area which includes working with King County to do a volunteer project in February for planting; she submitted an Alan Painter grant for more benches; continues meeting with UW and discussing the work they will be doing on the property and finally working with Audubon Society as they are trying to document the types of birds they see in order to decide what type of bird focused trail to build.

5.7 River Levee (Kellogg)

5.7.1 No report

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 Welcomed new Commissioner Travis Klaas

7.2 Tech issues

7.2.1 Email update – there was some concern for email storage space but after further investigation it was only cautionary. Tanya will work on downloading former Commissioner Watts emails prior to removing the account.

7.2.2 Drop Box – Commissioner Holbink made some suggested changes that will work for the team.

7.3 Adobe Request

7.3.1 Tanya requested monthly subscription to Adobe for various editing capabilities that will allow for processing e-signatures and PDFs.

Commissioner Holbink made the motion to move forward with a monthly subscription to Adobe Acrobat, Commissioner Kellogg seconded. The motion was approved.

8 Public Comment – Todd Brown and Sarah Keiffer from Fall City Community Association

- a. Todd Brown and Sarah Keiffer presented a request from FCCA for storage space to manage on their own. They are interested in space in Bernard Park. They would put a large container on the property. They are looking at private properties as well. Commissioners discussed and will follow up.

9 Next Meetings

9.1 February 10, 2026 – 5:00pm

Meeting adjourned at 6:20pm pm by Commissioner Wilkins

President/Commissioner

Commissioner

Commissioner

Commissioner

ATTEST:

Clerk and Commissioner