

MONTHLY MEETING OF THE BOARD OF
COMMISSIONERS OF FALL CITY METROPOLITAN PARK DISTRICT
OF KING COUNTY, WASHINGTON
HELD JANUARY 11, 2011

The Regular Meeting of the Board of Commissioners of Fall City Metropolitan Park District (FCMPD) of King County, Washington, was held January 11, 2011 at the Fall City Library located at 33415 SE 42nd, Fall City, Washington, at 7:00 p.m. Commissioners Moderow, Pettersson, and Wilkins were present. Commissioners Schneider and Harris had excused absences.

Also present were Terri Campbell, Jeff Appleseth, and Bill Blakely

1. **Call to Order**

Commissioner Moderow acted as Chairman of the meeting and business was conducted as follows. Terri Campbell will be taking the meeting minutes.

2. **Minutes and Resolutions (review, approval and sign)**

Minutes of the Regular Meeting held December 14, 2010, were read and approved.

3. **Financial Report and Vouchers**

The King County Voucher request form totaling \$3,621.43, which included various vouchers drawn on the District's Maintenance Fund, was reviewed.

Upon motion duly made and seconded, the Board of Commissioners unanimously approved and authorized payment of Maintenance Fund Voucher Nos. 65 through 68 in the amount of \$3,621.43.

Terri Campbell prepared and submitted an Interim Financial report. Monthly King County financial reports do not arrive until approximately the 12th of every month.

4. **Business from the Floor**

A. Guest Speaker – No one scheduled/present.

B. Public Comment Period – No comment from the floor.

C. Jeff Appleseth was voice recording the meeting. Commissioner Wilkins respectfully requested to be notified in the future when a recording or video is being conducted.

D. Commissioner Moderow requested Terri Campbell to scan and forward one copy of the signed Hebert Research survey contract and mail the remaining signed copies to Hebert, retaining one original for our FCMPD records.

5. **Correspondence**

No report.

6. **Committee Reports - Commissioners**

A. Administrative Committee – Commissioner Harris

- No Report

B. Vision, Mission, and Goals Committee – Commissioner Pettersson

- The schedule for reworking the Comp Plan will be decided once the Hebert Research survey has been completed and reviewed.

C. Park Lands Committee – Commissioner Moderow

- Park District Survey – The commissioners have reviewed, approved, and signed three copies of the Hebert contract.
- Commissioner Moderow verbally read the Hebert Research 29 question questionnaire, and accepted comments from the Commissioners and citizens present at the meeting. Commissioner Moderow will review the comments with Hebert prior to the survey beginning. Revisions by Hebert are expected this week and the Commissioners will review by January 17, 2011.

Upon motion duly made and seconded, the Board of Commissioners unanimously approved and authorized a not-to-exceed amount of \$150 to place a half page advertisement in the upcoming Fall City Neighbors newsletter advertising the upcoming survey.

7. **Communications Liaison Representative Report - Commissioner Wilkins**

A. FCCA, King County, Si View, Snoqualmie Tribe

- No report.

B. Rescheduled tour of the Snoqualmie River with Butch Lovelace with King County

- It will be rescheduled for the end of February 2011.

C. Newsletter articles and Yahoo communications

- Commissioner Moderow will continue to post FCMPD updates in the local Fall City Neighbors monthly newsletter.
- Terri Campbell has established a Yahoo Group titled Fall City Metropolitan Park District. The public is encouraged to join the group.

8. **Policies and Procedures Manual - Commissioner Wilkins**

A. A draft FCMPD policy manual was presented to the Commissioners with a request to review prior to the next Regular Meeting.

B. Commissioner Wilkins requested Terri Campbell to review Part XIII related to Personnel and comment at the next meeting.

9. **Old Business**

A. Weyerhaeuser sale of 750 acres above Carnation – issue needs a point person for tracking. We will need to request a speaker from Kathy Lambert's office to discuss the land being sold.

- Commissioner Wilkins will contact Councilmember Kathy Lambert's office

B. State Auditor's Office – Accountability Audit Status

- No report

C. Fall City River Float Taskforce – Commissioner Moderow

- An update was provided from the January 10, 2011, community meeting.
- 5 Committees have been developed, however more volunteers are needed.
- Committee leaders are still being sought.

D. King County Comp Plan – letter to King County Senior Planner acknowledging FCMPD interest and request to be part of the Distribution Channel. Confirm date and location of the Comp Plan Community meeting. Who will be the point person and attend/report?

- No Report

E. Access to the FCMPD server to store documents and files

- No Report

10. **New Business**

A. Notice from RCO Director with information on revised project funding list

- No Report

B. The purchase of a FCMPD computer

- To contain public records and documents, a computer has been requested to eliminate the use of any personal property to conduct FCMPD business. The computer will be in the possession of Terri Campbell, Office Administrator, and will become the sole property of FCMPD.

Upon motion duly made and seconded, the Board of Commissioners unanimously approved and authorized the purchase of a new laptop and appropriate back up drive up to \$700.00.

C. FCMPD will need to obtain a DUNS and EIN number, for the issuance of a 1099 form for contractors/consultants.

- The Commissioners requested Terri Campbell get in contact with the Washington State Auditor's office for guidance on what is actually required to conduct FCMPD business.

Upon motion duly made and seconded, the Board of Commissioners unanimously approved and authorized Terri Campbell to investigate and obtain the necessary State, IRS, and/or County identification numbers to conduct FCMPD business.

D. Collaboration with King County and the Fall City Historical Society on commemorative signage on the Preston-Snoqualmie Trail.

- Commissioner Moderow will invite a representative to speak at an upcoming meeting.

11. Adjourn

After discussion, upon motion duly made and seconded, the meeting was adjourned at 8:55pm.

President and Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

ATTEST:

Clerk and Commissioner